

# Edexcel SVQ2 in Professional Cookery at SCQF Level 5

## Candidate Logbook

SVQ

January 2012

Issue 2

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| Unit 29: Prepare, cook and finish basic vegetable protein dishes            | 383        |
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|                 |   |            |
|-----------------|---|------------|
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# Section 1: SVQ2 in Professional Cookery at SCQF Level 5

## Introduction

This document contains information specific to the SVQ2 in Professional Cookery at SCQF Level 5.

## National Occupational Standards and SVQs

The standards, Assessment Strategy and qualification structures for hospitality are owned by People 1<sup>st</sup> Sector Skills Council, who reviewed these National Occupational Standards. The SVQs have been developed from the National Occupational Standards.

The SVQ2 in Professional Cookery at SCQF Level 5 gives recognition of candidates' skills, knowledge and understanding. It allows candidates to gain a qualification in the workplace that relates to their job and promotes good working practice.

You can contact the Sector Skills Council (SSC) at:

People 1<sup>st</sup>  
2nd Floor, Armstrong House  
38 Market Square  
Uxbridge  
UB8 1LH

Telephone: 01895 817000  
Website: [www.people1st.co.uk](http://www.people1st.co.uk)

SVQs are designed to be assessed in the workplace, or in conditions resembling the workplace. However, simulation of real working practice might be permitted. Where this is allowed it will be shown in the individual units, within the standards that are in this logbook.

Simulation must be carried out in conditions resembling the workplace. These conditions are described as being a 'realistic working environment' (RWE).

## Which SVQs in Professional Cookery are available?

The SVQs in Professional Cookery are available as follows:

- SVQ2 in Professional Cookery at SCQF Level 5
- SVQ2 in Professional Cookery [Preparation and Cookery] at SCQF Level 5
- SVQ3 in Professional Cookery at SCQF Level 6
- SVQ3 in Professional Cookery [Patisserie and Confectionery] at SCQF Level 6
- SVQ3 in Professional Cookery [Preparation and Cooking] at SCQF Level 6

It is important that you select the most appropriate level related to your work role.

## Who are these SVQs for?

### **The SVQ2 in Professional Cookery**

This course is suitable for trainee chefs or cooks involved with the preparation and/or cooking of food for customers, as part of a team. You may be doing this course at college, or in workplaces such as cafes, restaurants, hotels, workplace canteens, or residential homes.

### **The SVQ3 in Professional Cookery**

This course is suitable for chefs who have already completed level 2, and/or are experienced in producing basic dishes and are moving on to the production of complex skills and dishes. You may be doing this course at college, or in workplaces such as fine dining restaurants, or good-quality hotels.



## What is the structure of the SVQ2 in Professional Cookery at SCQF Level 5?

To achieve the whole qualification at Level 5, you must prove competence in four **mandatory units** and ten **optional units**.

### Mandatory units for the SVQ2 in Professional Cookery at SCQF Level 5

You must achieve **all** of the units listed below:

| Unit number | Unit code | Title   | Unit credit | SCQF level |
|-------------|-----------|---|-------------|------------|
| 1           | 1GEN1/09  | Maintain a safe, hygienic and secure working environment      | 3           | 4          |
| 2           | 1GEN4/09  | Work effectively as part of a hospitality team                | 3           | 4          |
| 3           | 2GEN3/09  | Maintain food safety when storing, preparing and cooking food | 4           | 6          |
| 4           | 1GEN7/10  | Maintain, handle and clean knives                             | 3           | 4          |

## Optional units for the SVQ2 in Professional Cookery at SCQF Level 5

You must achieve ten of the units listed below:

| Unit number | Unit code | Title   | Unit credit | SCQF level |
|-------------|-----------|---|-------------|------------|
| 5           | 2FP1/10   | Prepare fish for basic dishes                           | 4           | 5          |
| 6           | 2FP2/10   | Prepare shellfish for basic dishes                      | 3           | 5          |
| 7           | 2FP3/10   | Prepare meat for basic dishes                           | 4           | 5          |
| 8           | 2FP4/10   | Prepare poultry for basic dishes                        | 4           | 5          |
| 9           | 2FP5/10   | Prepare game for basic dishes                           | 4           | 5          |
| 10          | 2FP6/10   | Prepare offal for basic dishes                          | 3           | 5          |
| 11          | 2FP7/10   | Prepare vegetables for basic dishes                     | 4           | 5          |
| 12          | 2FP8/10   | Process dried ingredients prior to cooking              | 2           | 3          |
| 13          | 2FP9/10   | Prepare and mix spice and herb blends                   | 2           | 4          |
| 14          | 2FC1/10   | Cook and finish basic fish dishes                       | 4           | 5          |
| 15          | 2FC2/10   | Cook and finish basic shellfish dishes                  | 4           | 5          |
| 16          | 2FC3/10   | Cook and finish basic meat dishes                       | 5           | 6          |
| 17          | 2FC4/10   | Cook and finish basic poultry dishes                    | 5           | 6          |
| 18          | 2FC5/10   | Cook and finish basic game dishes                       | 5           | 5          |
| 19          | 2FC6/10   | Cook and finish basic offal dishes                      | 4           | 6          |
| 20          | 2FC7/10   | Cook and finish basic vegetable dishes                  | 4           | 5          |
| 21          | 2PR5      | Cook-chill food   | 3           | 5          |
| 22          | 2PR6      | Cook-freeze food  | 3           | 5          |
| 23          | 2FPC1/10  | Prepare, cook and finish basic hot sauces               | 4           | 5          |
| 24          | 2FPC2/10  | Prepare cook and finish basic soups                     | 4           | 5          |
| 25          | 2FPC3/10  | Make basic stocks                                       | 3           | 5          |
| 26          | 2FPC4/10  | Prepare, cook and finish basic rice dishes              | 4           | 5          |
| 27          | 2FPC5/10  | Prepare, cook and finish basic pasta dishes             | 4           | 5          |
| 28          | 2FPC6/10  | Prepare, cook and finish basic pulse dishes             | 4           | 5          |
| 29          | 2FPC7/10  | Prepare, cook and finish basic vegetable protein dishes | 4           | 5          |
| 30          | 2FPC8/10  | Prepare, cook and finish basic egg dishes               | 3           | 5          |
| 31          | 2FPC9/10  | Prepare, cook and finish basic bread and dough products | 5           | 5          |
| 32          | 2FPC10/10 | Prepare, cook and finish basic pastry products          | 5           | 5          |

| <b>Unit number</b> | <b>Unit code</b> | <b>Title</b>  | <b>Unit credit</b> | <b>SCQF level</b> |
|--------------------|------------------|---|--------------------|-------------------|
| 33                 | 2FPC11/10        | Prepare, cook and finish basic cakes, sponges, biscuits and scones        | 5                  | 6                 |
| 34                 | 2FPC12/10        | Prepare, cook and finish basic grain dishes                               | 4                  | 5                 |
| 35                 | 2PR17            | Produce healthier dishes  | 3                  | 5                 |
| 36                 | 2FPC14/10        | Prepare, cook and finish basic cold and hot desserts                      | 4                  | 5                 |
| 37                 | 2FPC15/10        | Prepare and present food for cold presentation                            | 4                  | 5                 |
| 38                 | 2FPC16/10        | Prepare, cook and finish dim sum  | 5                  | 6                 |
| 39                 | 2FPC17/10        | Prepare, cook and finish noodle dishes                                    | 4                  | 5                 |
| 40                 | 2FPC18/10        | Prepare and cook food using a tandoor                                     | 4                  | 5                 |
| 41                 | 2P&C1/09         | Complete kitchen documentation  | 3                  | 5                 |
| 42                 | 2P&C2/09         | Set up and close kitchen  | 4                  | 5                 |
| 43                 | 2GEN2/10         | Order stock   | 4                  | 5                 |
| 44                 | 1FPC8/10         | Cook and finish simple bread and dough products                           | 3                  | 4                 |
| 45                 | 2PR22            | Liaise with care team to ensure that individual nutritional needs are met | 3                  | 5                 |
| 46                 | 1PR26            | Prepare meals to meet the requirements set for school meals               | 4                  | 4                 |

## What is the structure of the SVQ2 in Professional Cookery [Preparation and Cookery] at SCQF Level 5?

To achieve the whole qualification at Level 5, you must prove competence in four **mandatory units** and ten **optional units as instructed from the groups detailed below**.

### Mandatory units for the SVQ2 in Professional Cookery [Preparation and Cookery] at SCQF Level 5

You must achieve **all** of the units listed below:

| Unit number | Unit code | Title   | Unit credit | SCQF level |
|-------------|-----------|---|-------------|------------|
| 1           | 1GEN1/09  | Maintain a safe, hygienic and secure working environment      | 3           | 4          |
| 2           | 1GEN4/09  | Work effectively as part of a hospitality team                | 3           | 4          |
| 3           | 2GEN3/09  | Maintain food safety when storing, preparing and cooking food | 4           | 6          |
| 4           | 1GEN7/10  | Maintain, handle and clean knives                             | 3           | 4          |

**Optional units for the SVQ2 in Professional Cookery [Preparation and Cookery] at SCQF Level 5**

You must achieve **a minimum of three** of the units listed below:

| <b>Unit number</b> | <b>Unit code</b> | <b>Title</b>                           | <b>Unit credit</b> | <b>SCQF level</b> |
|--------------------|------------------|--|--------------------|-------------------|
| 14                 | 2FC1/10          | Cook and finish basic fish dishes      | 4                  | 5                 |
| 16                 | 2FC3/10          | Cook and finish basic meat dishes      | 5                  | 6                 |
| 17                 | 2FC4/10          | Cook and finish basic poultry dishes   | 5                  | 6                 |
| 20                 | 2FC7/10          | Cook and finish basic vegetable dishes | 4                  | 5                 |

**Optional units for the SVQ2 in Professional Cookery [Preparation and Cookery] at SCQF Level 5**

You must also achieve **a minimum of three** of the units listed below:

| <b>Unit number</b> | <b>Unit code</b> | <b>Title</b>                        | <b>Unit credit</b> | <b>SCQF level</b> |
|--------------------|------------------|-------------------------------------|--------------------|-------------------|
| 5                  | 2FP1/10          | Prepare fish for basic dishes       | 4                  | 5                 |
| 7                  | 2FP3/10          | Prepare meat for basic dishes       | 4                  | 5                 |
| 8                  | 2FP4/10          | Prepare poultry for basic dishes    | 4                  | 5                 |
| 11                 | 2FP7/10          | Prepare vegetables for basic dishes | 4                  | 5                 |

**Optional units for the SVQ2 in Professional Cookery [Preparation and Cookery] at SCQF Level 5**

You must also achieve **a minimum of one** of the units listed below:

| <b>Unit number</b> | <b>Unit code</b> | <b>Title</b>                              | <b>Unit credit</b> | <b>SCQF level</b> |
|--------------------|------------------|---|--------------------|-------------------|
| 23                 | 2FPC1/10         | Prepare, cook and finish basic hot sauces | 4                  | 5                 |
| 24                 | 2FPC2/10         | Prepare, cook and finish basic soups      | 4                  | 5                 |
| 25                 | 2FPC3/10         | Make basic stocks                         | 3                  | 5                 |

**Optional units for the SVQ2 in Professional Cookery [Preparation and Cookery] at SCQF Level 5**

You may take your remaining units from the list below:

| <b>Unit number</b> | <b>Unit code</b> | <b>Title</b>  | <b>Unit credit</b> | <b>SCQF level</b> |
|--------------------|------------------|---|--------------------|-------------------|
| 5                  | 2FP1/10          | Prepare fish for basic dishes                           | 4                  | 5                 |
| 6                  | 2FP2/10          | Prepare shellfish for basic dishes                      | 3                  | 5                 |
| 7                  | 2FP3/10          | Prepare meat for basic dishes                           | 4                  | 5                 |
| 8                  | 2FP4/10          | Prepare poultry for basic dishes                        | 4                  | 5                 |
| 9                  | 2FP5/10          | Prepare game for basic dishes                           | 4                  | 5                 |
| 10                 | 2FP6/10          | Prepare offal for basic dishes                          | 3                  | 5                 |
| 11                 | 2FP7/10          | Prepare vegetables for basic dishes                     | 4                  | 5                 |
| 12                 | 2FP8/10          | Process dried ingredients prior to cooking              | 2                  | 3                 |
| 13                 | 2FP9/10          | Prepare and mix spice and herb blends                   | 2                  | 4                 |
| 14                 | 2FC1/10          | Cook and finish basic fish dishes                       | 4                  | 5                 |
| 15                 | 2FC2/10          | Cook and finish basic shellfish dishes                  | 4                  | 5                 |
| 16                 | 2FC3/10          | Cook and finish basic meat dishes                       | 5                  | 6                 |
| 17                 | 2FC4/10          | Cook and finish basic poultry dishes                    | 5                  | 6                 |
| 18                 | 2FC5/10          | Cook and finish basic game dishes                       | 5                  | 5                 |
| 19                 | 2FC6/10          | Cook and finish basic offal dishes                      | 4                  | 6                 |
| 20                 | 2FC7/10          | Cook and finish basic vegetable dishes                  | 4                  | 5                 |
| 21                 | 2PR5             | Cook-chill food   | 3                  | 5                 |
| 22                 | 2PR6             | Cook-freeze food  | 3                  | 5                 |
| 23                 | 2FPC1/10         | Prepare, cook and finish basic hot sauces               | 4                  | 5                 |
| 24                 | 2FPC2/10         | Prepare cook and finish basic soups                     | 4                  | 5                 |
| 25                 | 2FPC3/10         | Make basic stocks                                       | 3                  | 5                 |
| 26                 | 2FPC4/10         | Prepare, cook and finish basic rice dishes              | 4                  | 5                 |
| 27                 | 2FPC5/10         | Prepare, cook and finish basic pasta dishes             | 4                  | 5                 |
| 28                 | 2FPC6/10         | Prepare, cook and finish basic pulse dishes             | 4                  | 5                 |
| 29                 | 2FPC7/10         | Prepare, cook and finish basic vegetable protein dishes | 4                  | 5                 |
| 30                 | 2FPC8/10         | Prepare, cook and finish basic egg dishes               | 3                  | 5                 |
| 31                 | 2FPC9/10         | Prepare, cook and finish basic bread and dough products | 5                  | 5                 |

| Unit number | Unit code | Title   | Unit credit | SCQF level |
|-------------|-----------|---|-------------|------------|
| 32          | 2FPC10/10 | Prepare, cook and finish basic pastry products                            | 5           | 5          |
| 33          | 2FPC11/10 | Prepare, cook and finish basic cakes, sponges, biscuits and scones        | 5           | 6          |
| 34          | 2FPC12/10 | Prepare, cook and finish basic grain dishes                               | 4           | 5          |
| 35          | 2PR17     | Produce healthier dishes  | 3           | 5          |
| 36          | 2FPC14/10 | Prepare, cook and finish basic cold and hot desserts                      | 4           | 5          |
| 37          | 2FPC15/10 | Prepare and present food for cold presentation                            | 4           | 5          |
| 38          | 2FPC16/10 | Prepare, cook and finish dim sum  | 5           | 6          |
| 39          | 2FPC17/10 | Prepare, cook and finish noodle dishes                                    | 4           | 5          |
| 40          | 2FPC18/10 | Prepare and cook food using a tandoor                                     | 4           | 5          |
| 41          | 2P&C1/09  | Complete kitchen documentation  | 3           | 5          |
| 42          | 2P&C2/09  | Set up and close kitchen  | 4           | 5          |
| 43          | 2GEN2/10  | Order stock   | 4           | 5          |
| 44          | 1FPC8/10  | Cook and finish simple bread and dough products                           | 3           | 4          |
| 45          | 2PR22     | Liaise with care team to ensure that individual nutritional needs are met | 3           | 5          |
| 46          | 1PR26     | Prepare meals to meet the requirements set for school meals               | 4           | 4          |





## Section 2: Examples of forms

### Collecting your evidence

This section contains examples of the forms you, your assessor and the internal verifier will use while you are undertaking your SVQ2 in Professional Cookery at SCQF Level 5.

The forms are:

- Form 1: Portfolio title page
- Form 2: Personal profile
- Form 3: Contents checklist
- Form 4: Index of evidence
- Form 5: Unit assessment plan
- Form 6: Unit sign-off record
- Form 7: Work log
- Form 8: Observation record
- Form 9: Witness testimony
- Form 10: Expert witness evidence record
- Form 11: Record of questions and candidate's answers.

You should ask your assessor for further advice and support if you are still unsure about how to use the forms and who should complete them.



Example form 1 – Portfolio title page

|  |                    |
|--|--------------------|
| <b>Name:</b>   |                    |
| <b>Job title:</b>  |                    |
| <b>Name of employer/training provider/college:</b>                   |                    |
| <b>Their address:</b>  |                    |
| <b>Postcode:</b>   |                    |
| <b>Telephone number (Home):</b>                                      | <b>(Work):</b>     |
| <b>Email address:</b>  | <b>Fax number:</b> |
| <b>SVQ:</b>  |                    |
| <b>Level:</b>  |                    |
| <b>Units submitted for assessment:</b>                               |                    |
| <b>Mentor/Supervisor:</b>  |                    |
| <b>(Please provide details of mentor's/supervisor's experience):</b> |                    |
| <b>Assessor:</b>   | <b>Date:</b>       |



## Example form 2 – Personal profile

|  |                    |
|--|--------------------|
| <b>Name:</b>   |                    |
| <b>Address:</b>  |                    |
| <b>Postcode:</b>   |                    |
| <b>Telephone number (Home):</b>  | <b>(Work):</b>     |
| <b>Email address:</b>  | <b>Fax number:</b> |
| <b>Job title:</b>  |                    |
| <b>Relevant experience</b>   |                    |
| <b>Description of your current job:</b>                                |                    |
| <b>Previous work experience or attach copy of a current CV:</b>        |                    |
| <b>Qualifications and training and/or attach copy of a current CV:</b> |                    |

*continued overleaf...*

**Voluntary work/interests:**

**Name of employer/training provider/college:**

**Address:**

**Postcode:**

**Telephone number (work):**

**Fax number:**

**Email address:**

**Type of business, if employer:**

**Number of staff:**

**Structure of organisation (including chart or diagram if available):**

### Example form 3 – Contents checklist

|   |                   |                            |
|---|-------------------|----------------------------|
| <b>SVQ title:</b>   |                   |                            |
| <b>Candidate:</b>   |                   |                            |
|   | <b>Completed?</b> | <b>Page/section number</b> |
| <b>Title page for the portfolio</b>   |                   |                            |
| <b>Personal profile</b> <ul style="list-style-type: none"> <li>• your own personal details</li> <li>• a brief CV or career profile</li> <li>• description of your job</li> <li>• information about your employer/training provider/college</li> </ul> |                   |                            |
| <b>Summary of the units</b>   |                   |                            |
| <b>Completed units</b> <ul style="list-style-type: none"> <li>• signed by yourself, your assessor and the internal verifier (where relevant)</li> <li>• reference numbers included</li> <li>• unit assessment plans</li> </ul>                        |                   |                            |
| <b>Unit progress records</b>  |                   |                            |
| <b>Index of evidence (with cross-referencing information completed)</b>   |                   |                            |
| <b>Evidence (with reference numbers)</b> <ul style="list-style-type: none"> <li>• observation records</li> <li>• details of witnesses (witness testimony sheets)</li> <li>• personal statements</li> </ul>  |                   |                            |





Example form 4 – Index of evidence

| SVQ title and level:   |                 |                         |  |  |
|--|-----------------|-------------------------|--|--|
| Candidate:   |                 |                         |  |  |
| Units/elements evidence links to<br><i>(give specific numbers, eg 5.2.1)</i> | Evidence number | Description of evidence | Included in portfolio (Yes/No)<br><i>If No, state location</i> | Internal verifier signature and date of sampling |
|  |                 |                         |  |  |
|  |                 |                         |  |  |
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|  |                 |                         |  |  |



### Example form 5 – Unit assessment plan

|  |                         |                  |                                 |                                      |
|--|-------------------------|------------------|---------------------------------|--------------------------------------|
| <b>SVQ title:</b>                          |                         |                  |                                 |                                      |
| <b>Unit:</b>                               |                         |                  |                                 |                                      |
| <b>Candidate:</b>                          |                         |                  | <b>Assessor:</b>                |                                      |
| <b>Normal working activities performed</b> |                         |                  |                                 |                                      |
|  | <b>Typical evidence</b> | <b>Work area</b> | <b>Expected completion date</b> | <b>Links to other units/elements</b> |
| Element:                                   |                         |                  |                                 |                                      |
|  |                         |                  |                                 |                                      |
| Element:                                   |                         |                  |                                 |                                      |
|  |                         |                  |                                 |                                      |
| Element:                                   |                         |                  |                                 |                                      |
|  |                         |                  |                                 |                                      |
| <b>Activities needing to be performed</b>  |                         |                  |                                 |                                      |
| Element:                                   |                         |                  |                                 |                                      |
|  |                         |                  |                                 |                                      |
| Element:                                   |                         |                  |                                 |                                      |
|  |                         |                  |                                 |                                      |
| Element:                                   |                         |                  |                                 |                                      |
|  |                         |                  |                                 |                                      |
| <b>Additional comments</b>                 |                         |                  |                                 |                                      |
| <b>Assessor's signature:</b>               |                         |                  | <b>Date:</b>                    |                                      |
| <b>Candidate's signature:</b>              |                         |                  | <b>Date:</b>                    |                                      |



### Example form 6 – Unit sign-off record

|   |                          |                          |                          |                          |                          |                          |                          |                          |                          |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <b>SVQ title and level:</b>   |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| <b>Candidate:</b>   |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| <b>Assessor:</b>  |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| To achieve the whole qualification, you must prove competence in four <b>mandatory</b> units and ten <b>optional</b> units.           |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| <b>Unit checklist:</b> list here the units you will be undertaking, then circle the reference number of each unit as you complete it. |                          |                          |                          |                          |                          |                          |                          |                          |                          |
| <b>Mandatory</b>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Optional</b>   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| <b>Mandatory units</b> |              |                             |             |
|------------------------|--------------|-----------------------------|-------------|
| <b>Unit number</b>     | <b>Title</b> | <b>Assessor's signature</b> | <b>Date</b> |
|                        |              |                             |             |
|                        |              |                             |             |
|                        |              |                             |             |
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|                        |              |                             |             |
|                        |              |                             |             |
|                        |              |                             |             |

*continued overleaf...*



Example form 7 – Work log

| <b>SVQ title and level:</b>   |                              |                             |  |  |
|-------------------------------|------------------------------|-----------------------------|--|--|
| <b>Unit/element(s):</b>       |                              |                             |  |  |
| <b>Candidate:</b>             |                              |                             |  |  |
| <b>Purpose of statement:</b>  |                              |                             |  |  |
| <b>Evidence index number:</b> |                              |                             |  |  |
| <b>Date</b>                   | <b>Evidence index number</b> | <b>Details of statement</b> | <b>Links to other evidence</b><br><i>(enter numbers)</i> | <b>Units, elements and PCs covered</b> |
|                               |                              |                             |  |  |
| <b>Candidate's signature:</b> |                              |                             | <b>Date:</b>   |  |
| <b>Assessor's signature:</b>  |                              |                             | <b>Date:</b>   |  |





Example form 8 – Observation record

|  |                               |
|--|-------------------------------|
| <b>SVQ title and level:</b>  |                               |
| <b>Unit/element(s):</b>  |                               |
| <b>Candidate:</b>  | <b>Date of observation:</b>   |
| <b>Evidence index number:</b>                                      |                               |
| <b>Skills/activities observed:</b>                                 | <b>PCs and range covered:</b> |
|  |                               |
|  |                               |
|  |                               |
|  |                               |
|  |                               |
| <b>Knowledge and understanding apparent from this observation:</b> |                               |
|  |                               |
| <b>Other units/elements to which this evidence may contribute:</b> |                               |
|  |                               |
| <b>Assessor comments and feedback to candidate:</b>                |                               |
|  |                               |
| I can confirm the candidate's performance was satisfactory.        |                               |
| <b>Assessor's signature:</b>                                       | <b>Date:</b>                  |
| <b>Candidate's signature:</b>                                      | <b>Date:</b>                  |



**Example form 9 – Witness testimony**

|   |  |
|---|--|
| <b>SVQ title and level:</b>   |  |
| <b>Candidate name:</b>  |  |
| <b>Evidence index number:</b>   |  |
| <b>Where applicable, evidence number to which this testimony relates:</b> |  |
| <b>Unit:</b>  |  |
| <b>Element(s):</b>  |  |
| <b>Range:</b>   |  |
| <b>Date of evidence:</b>  |  |
| <b>Witness name:</b>  |  |
| <b>Relationship to candidate:</b>   |  |
| <b>Details of testimony:</b>  |  |
|   |  |
| I can confirm the candidate's evidence is authentic and accurate.         |  |
| <b>Witness signature:</b>   |  |
| <b>Name:</b>  | <b>Date:</b>   |
| <b>Contact telephone number:</b>  |  |
| <i>Please tick (✓) the appropriate box.</i>                               |  |
| <input type="checkbox"/>  | <b>Qualified as an assessor for workplace performance</b>                |
| <input type="checkbox"/>  | <b>Familiar with the SVQ standards to which the candidate is working</b> |



Example form 10 – Expert witness evidence record

|   |              |
|---|--------------|
| <b>SVQ title and level:</b>   |              |
| <b>Candidate name:</b>  |              |
| <b>Evidence index number:</b>   |              |
| <b>Where applicable, evidence number to which this testimony relates:</b> |              |
| <b>Unit:</b>  |              |
| <b>Element(s):</b>  |              |
| <b>Date of evidence:</b>  |              |
| <b>Expert witness name:</b>   |              |
| <b>Relationship to candidate:</b>   |              |
| <b>Details of testimony:</b>  |              |
| I can confirm the candidate's evidence is authentic and accurate.         |              |
| <b>Expert witness signature:</b>  |              |
| <b>Name:</b>  | <b>Date:</b> |
| <b>Contact telephone number:</b>  |              |

|   |   |
|---|---|
| <i>Please tick (✓) the appropriate box.</i> |   |
| <input type="checkbox"/>                    | <b>Qualified as an assessor for workplace performance</b>                               |
| <input type="checkbox"/>                    | <b>Relevant professional work role that involves evaluating everyday staff practice</b> |
| <input type="checkbox"/>                    | <b>Current expertise</b>  |
| <input type="checkbox"/>                    | <b>Familiar with the SVQ standards to which the candidate is working</b>                |



Example form 11 – Record of questions and candidate’s answers

|   |                    |
|---|--------------------|
| <b>SVQ title and level:</b>                         |                    |
| <b>Candidate name:</b>                              |                    |
| <b>Unit:</b>  | <b>Element(s):</b> |
| <b>Evidence index number:</b>                       |                    |
| <b>Circumstances of assessment:</b>                 |                    |
| <b>List of questions and candidate’s responses:</b> |                    |
| <b>Q:</b>   |                    |
| <b>A:</b>   |                    |
| <b>Q:</b>   |                    |
| <b>A:</b>   |                    |
| <b>Assessor’s signature:</b>                        | <b>Date:</b>       |
| <b>Candidate’s signature:</b>                       | <b>Date:</b>       |





## Section 3: Logbook

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|---|--------------------|
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| Unit 19: Cook and finish basic offal dishes                           | 267                |
| Unit 20: Cook and finish basic vegetable dishes                       | 277                |
| Unit 21: Cook-chill food  | 289                |
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| Unit 23: Prepare, cook and finish basic hot sauces                    | 321                |
| Unit 24: Prepare, cook and finish basic soups                         | 333                |
| Unit 25: Make basic stocks  | 343                |

|          |   |     |
|----------|---|-----|
| Unit 26: | Prepare, cook and finish basic rice dishes                                  | 353 |
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| Unit 29: | Prepare, cook and finish basic vegetable protein dishes                     | 383 |
| Unit 30: | Prepare, cook and finish basic egg dishes                                   | 395 |
| Unit 31: | Prepare, cook and finish basic bread and dough products                     | 405 |
| Unit 32: | Prepare, cook and finish basic pastry products                              | 417 |
| Unit 33: | Prepare, cook and finish basic cakes, sponges, biscuits and scones          | 429 |
| Unit 34: | Prepare, cook and finish basic grain dishes                                 | 441 |
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| Unit 42: | Set up and close kitchen  | 541 |
| Unit 43: | Order stock   | 563 |
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# Mandatory units



# **Unit 1: Maintain a safe, hygienic and secure working environment**

**Unit code:** 1GEN1/09

**Unit credit:** 3

**SCQF Unit level:** 4

## **Introduction**

This unit is about basic health, hygiene, safety and security. This includes maintaining a clean and hygienic personal appearance, getting any cuts and grazes treated, and reporting illnesses and infections. The unit also covers safety and security in your workplace helping to spot and deal with hazards and following emergency procedures when necessary.

This unit links to all of the units in the hospitality suite of occupational standards.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| K1 Your responsibilities under the Health and Safety at Work Act                    |                  |      |
| K2 Why it is important to work in a healthy, safe and hygienic way                  |                  |      |
| K3 Where you can get information about health, hygiene and safety in your workplace |                  |      |
| For Element 1GEN1/09.1  |                  |      |
| K4 General rules on hygiene that you must follow                                    |                  |      |
| K5 Why correct clothing, footwear and headgear should be worn at all times          |                  |      |
| K6 Why it is important to maintain good personal hygiene                            |                  |      |
| K7 What you should do if you have cuts, grazes and wounds and why it is important   |                  |      |

| <b>Knowledge</b>   | <b>Type of evidence</b> | <b>Date</b> |
|--|-------------------------|-------------|
| For Element 1GEN1/09.2   |                         |             |
| <p>K8 The types of hazards that you may find in your workplace and how to deal with these correctly</p> <p>K9 Hazards you can deal with yourself and hazards that you must report to someone else</p> <p>K10 How to warn other people about hazards and why this is important</p> <p>K11 Why you should report accidents and near accidents and who you should report these to</p> <p>K12 Types of emergencies that may happen in your workplace and how to deal with these</p> <p>K13 Where to find first-aid equipment and who the registered first-aider is in your workplace</p> <p>K14 Safe lifting and handling techniques that you must follow</p> <p>K15 Other ways of working safely that are relevant to your job and why these are important</p> <p>K16 Your organisation's emergency procedures, in particular for fire, and how you should follow these</p> <p>K17 The possible causes of fire in your workplace</p> <p>K18 What you can do to minimise the risk of fire</p> <p>K19 Where to find fire alarms and how to set them off</p> <p>K20 Why you should never approach a fire unless it is safe to do so</p> <p>K21 Why it is important to follow fire safety laws</p> <p>K22 Your organisation's security procedures and why these are important</p> <p>K23 The correct procedures for dealing with customer property</p> <p>K24 Why it is important to report all usual/non-routine incidents to the appropriate person</p> |                         |             |

**Additional evidence (if applicable):**

|  |
|--|
|  |
|--|

|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |



I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 1GEN1/09.1

### Maintain personal health and hygiene

#### What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:  |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Wear clean, smart and appropriate clothing, footwear and headgear                                      |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Keep your hair neat and tidy and wear it in line with your organisation's standards                    |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Make sure any jewellery, perfume and cosmetics you wear are in line with your organisation's standards |                  |                     |      |                  |                     |      |                  |                     |      |

| Practical | Type of evidence   | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|-----------|--|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| 4         | Get any cuts, grazes and wounds treated by the proper person |                     |      |                  |                     |      |                  |                     |      |
| 5         | Report illness and infections promptly to the proper person  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

|                           |  |  |
|---------------------------|--|--|
| <p><b>Column key:</b></p> | <p><b>O = direct observation of the learner's performance by their assessor</b></p> <p><b>Q&amp;A = outcomes from oral or written questioning</b></p> <p><b>P = products of the learner's work</b></p> <p><b>RA = personal statements and/or reflective accounts</b></p> <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>PD = professional discussion</b></p> <p><b>A = assignment, project/case studies</b></p> <p><b>WT = authentic statements/witness testimony</b></p> <p><b>EPW = expert witness testimony</b></p> <p><b>RPL = evidence of recognition of prior learning</b></p> |
|---------------------------|--|--|

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 1GEN1/09.2

### Help to maintain a hygienic, safe and secure workplace

#### What you must cover

##### **C1 Hazards** (at least **one** from)

- a) Relating to equipment
- b) Relating to areas where you work
- c) Relating to personal clothing

##### **C2 Ways of dealing with hazards** (at least **one** from)

- a) Putting them right yourself
- b) Reporting them to appropriate colleagues
- c) Warning other people

##### **C3 Emergency procedures** (at least **one** from)

- a) Fire
- b) Threat
- c) Security

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:  |                  |                     |      |                  |                     |      |                  |                     |      |
| 6 Keep a look out for hazards in your workplace                                      |                  |                     |      |                  |                     |      |                  |                     |      |
| 7 Identify any hazards or potential hazards and deal with these correctly            |                  |                     |      |                  |                     |      |                  |                     |      |
| 8 Report any accidents or near accidents quickly and accurately to the proper person |                  |                     |      |                  |                     |      |                  |                     |      |
| 9 Follow health, hygiene and safety procedures in all your work                      |                  |                     |      |                  |                     |      |                  |                     |      |
| 10 Practise emergency procedures correctly   |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>                                  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 11 Follow your organisation's security procedures |                         |                            |             |                         |                            |             |                         |                            |             |



**Element 1GEN1/09.2: Help to maintain a hygienic, safe and secure workplace**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                                   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Hazards</b>                           |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Relating to equipment                    |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Relating to areas where you work         |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Relating to personal clothing            |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Ways of dealing with hazards</b>      |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Putting them right yourself              |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Reporting them to appropriate colleagues |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Warning other people                     |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C3 Emergency procedures</b>              |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Fire                                     |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Threat                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Security                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Relating to personal clothing            |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

|  |  |
|--|--|
|  |  |
|--|--|

|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 2:**

## **Work effectively as part of a hospitality team**

|                         |          |
|-------------------------|----------|
| <b>Unit code:</b>       | 1GEN4/09 |
| <b>Unit credit:</b>     | 3        |
| <b>SCQF Unit level:</b> | 4        |

---

### **Introduction**

This unit is about making a useful contribution to the work of a team, that is the people you work with. 'Team' includes your line manager or supervisor as well as other people in your team working at the same level as yourself. The unit includes accurately following instructions; working on time; helping others when they need help; communicating with the people you work with; getting feedback on what you do well and where you could improve and continuing to learn and develop yourself.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For Element 1GEN4/09.1 Plan and organise your work  |                  |      |
| K1 Why it is essential to understand the requirements of the work                                     |                  |      |
| K2 The benefits to you and your team of planning and organising your work                             |                  |      |
| K3 How to make the most efficient use of your time and avoid things that may unnecessarily disrupt it |                  |      |
| K4 The benefits of keeping everything you need for your work organised and available                  |                  |      |
| K5 Why it is important to keep your work area clean and tidy  |                  |      |
| K6 Why it is important to keep waste to a minimum   |                  |      |
| K7 When to ask for help and who you can ask   |                  |      |
| For Element 1GEN4/09.2 Work effectively with team members   |                  |      |
| K8 Why effective teamwork is important  |                  |      |
| K9 The people in your team and how they fit into the organisation                                     |                  |      |
| K10 The responsibilities of the team and why it is important to the organisation as a whole           |                  |      |
| K11 How to maintain good working relationships with team members                                      |                  |      |
| K12 How to determine if helping a team member will prevent you from completing your own work on time  |                  |      |
| K13 The limits of your job role and what you can and cannot do when helping team members              |                  |      |

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| K14 What could be essential information that needs to be passed on to a team member and why you need to pass it on as soon as possible |                  |      |
| K15 The types of behaviour that help the team to work well and the types that do not   |                  |      |
| K16 Why you should report any problems with working relationships to your line manager   |                  |      |
| K17 How to communicate clearly and why it is important   |                  |      |
| For Element 1GEN4/09.3 Develop your own skills   |                  |      |
| K18 Why it is important to improve your knowledge and skills   |                  |      |
| K19 How to get feedback from team members and how this can help you  |                  |      |
| K20 How a learning plan should help to improve your work   |                  |      |
| K21 Why it is important to review your action/learning plan regularly  |                  |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
| <p><b>Column key:</b></p> | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
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## Element 1 GEN4/09.1: Plan and organise your work

### What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                          |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Make sure you understand the requirements of the work          |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Ask questions about things you do not understand               |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Accurately follow instructions                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Plan your work by prioritising tasks in order of importance    |                  |                     |      |                  |                     |      |                  |                     |      |
| 5 Keep everything you need for your work organised and available |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>                                       | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| To meet the national standard you must:                |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Keep your work area as clean and tidy as possible    |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Keep waste to a minimum                              |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Ask for help from the relevant person if you need it |                         |                            |             |                         |                            |             |                         |                            |             |
| 9 Provide work on time and as agreed                   |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|--------------------|--|--|
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| <b>Column key:</b> |  |  |

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## Element 1 GEN4/09.2: Work effectively with team members

### What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 10 Give team members help when they ask for it  |                  |                     |      |                  |                     |      |                  |                     |      |
| 11 Make sure the help you give them is within the limits of your job role                 |                  |                     |      |                  |                     |      |                  |                     |      |
| 12 Make sure the help you give does not prevent you from completing your own work on time |                  |                     |      |                  |                     |      |                  |                     |      |
| 13 Pass on important information to team members as soon as possible                      |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| To meet the national standard you must:                                  |                         |                            |             |                         |                            |             |                         |                            |             |
| 14 Maintain good working relationships with team members                 |                         |                            |             |                         |                            |             |                         |                            |             |
| 15 Report any problems with working relationships to the relevant person |                         |                            |             |                         |                            |             |                         |                            |             |
| 16 Communicate clearly and effectively with team members                 |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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## Element1GEN4/09.3: Develop your own skills

### What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 17 Seek feedback on your work and deal with this feedback positively  |                  |                     |      |                  |                     |      |                  |                     |      |
| 18 Identify, with the relevant person, aspects of your work which are up to standard and areas that you could improve |                  |                     |      |                  |                     |      |                  |                     |      |
| 19 Agree what you have to do to improve your work   |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 20 Agree an action/ learning plan with the relevant person |                         |                            |             |                         |                            |             |                         |                            |             |
| 21 Seek opportunities to review and develop your plan      |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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## **Unit 3: Maintain food safety when storing, preparing and cooking food**

**Unit code:** 2GEN3/09

**Unit credit:** 4

**SCQF Unit level:** 6

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### **Introduction**

This unit covers the main competencies needed for preparing and cooking food safely, and focuses on the four main areas of control – Cooking, Cleaning, Chilling and preventing Cross-contamination, in addition to supplies being satisfactory. It provides staff with a broad understanding of reviewing hazards and hazard procedures such that they are part of a team maintaining food safety. This unit is appropriate to staff that directly prepare and cook food.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| For the whole unit   |                  |      |
| K1 How to operate a food safety management system  |                  |      |
| K2 The concept of hazards to food safety in a catering operation and the necessity of controlling these hazards in order to remove or keep risks to a safe level |                  |      |
| K3 What might happen if these hazards are not controlled   |                  |      |
| K4 The types of hazards that you are likely to come across in a catering operation   |                  |      |
| K5 How you must control these hazards by cooking, chilling (including storage), cleaning and the avoidance of cross-contamination                                |                  |      |
| K6 Why monitoring is important and key stages in the process   |                  |      |
| K7 The importance of knowing what to do when things go wrong   |                  |      |
| K8 The role of record keeping  |                  |      |
| K9 Why some hazards are more important than others in terms of food safety   |                  |      |
| K10 Who you should report to if you believe there are food safety hazards  |                  |      |



| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For Element 2GEN3/09.1  |                  |      |
| <p>K11 Why you must wear clean and hygienic clothes appropriate to your job</p> <p>K12 Why you must tie your hair back and/or wear appropriate hair covering</p> <p>K13 What types of protective clothing are appropriate for different jobs in the storage, preparation and cooking of food</p> <p>K14 The food safety hazards that jewellery and accessories can cause</p> <p>K15 When you should change clothing and why this is important</p> <p>K16 Why you must wash your hands thoroughly after going to the toilet; before going into food preparation and cooking areas; after touching raw food and waste and before handling ready-to-eat food</p> <p>K17 How you wash your hands safely</p> <p>K18 Why it is important not to handle food if you have open wounds (including boils and septic cuts), and what to do if you have an open wound</p> <p>K19 Why it is important to report illnesses and infections promptly and why stomach illnesses are particularly important</p> <p>K20 Why it is important to avoid: touching face, nose or mouth; blowing your nose; chewing gum; eating; smoking — when you are working with food</p> |                  |      |

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For Element 2GEN3/09.2  |                  |      |
| K21 Why surfaces and equipment must be clean, hygienic and suitable for the intended use before beginning a new task and how to ensure this   |                  |      |
| K22 Why it is important only to use clean and suitable cloths when cleaning between tasks and how to ensure this is done  |                  |      |
| K23 Why surfaces and equipment that are damaged or have loose parts can be hazardous to food safety   |                  |      |
| K24 The types of damaged surfaces and equipment that can cause food safety hazards and what to do about them  |                  |      |
| K25 Why it is important to clear and dispose of waste promptly and safely and how to do so  |                  |      |
| K26 How damage to walls, floors, ceilings, furniture, food equipment and fittings can cause food safety hazards and the type of damage you should look for  |                  |      |
| K27 The types of pests that you may find in catering operations and recognising the signs that they may be there  |                  |      |
| For Element 2GEN3/09.3  |                  |      |
| K28 Why it is important to make sure food deliveries are undamaged, at the correct temperature and within their use-by date and how to do this  |                  |      |
| K29 Why it is important to prepare food for storage — for example by removing and disposing of outer packaging (while retaining any important labelling information, eg instructions for use, information on allergens) |                  |      |
| K30 Why food must be put in the correct storage area and the temperatures that different foods should be stored at  |                  |      |
| K31 Why it is important that storage areas are clean and tidy and what to do if they are not  |                  |      |
| K32 Why it is important to store food at the correct temperatures and how to achieve this   |                  |      |

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| <p>K33 What types of food are raw and what types are ready to eat</p> <p>K34 Why it is important to separate raw and ready-to-eat food</p> <p>K35 Why stock rotation procedures are important and why you must dispose of food beyond its use-by date</p>  |                  |      |
| For Element 2GEN3/09.4   |                  |      |
| <p>K36 Why and when it is necessary to defrost foods before cooking and how to do so safely and thoroughly</p> <p>K37 How to recognise conditions leading to food safety hazards during preparation and cooking and what to do if you find any</p> <p>K38 Why it is important to know that certain foods can cause allergic reactions and the procedures you should follow in your organisation to deal with these foods, including what you should do if a customer asks if a particular dish is free from a certain food allergen</p> <p>K39 How cross-contamination can happen between, for example, raw food, food in storage and preparation and food that is ready to eat — and how to avoid this</p> <p>K40 Why you should use thorough cooking and reheating methods</p> <p>K41 Cooking/reheating methods, temperatures and times you must use for the food you work with</p> <p>K42 How to check that the food you work with is thoroughly cooked/safely reheated</p> <p>K43 Why it is important to make sure food is at the correct temperature before and during holding, prior to serving it to the customer, and how to do so</p> <p>K44 The types of cooked foods you may need to chill or freeze because they are not for immediate consumption and how to do so safely</p> |                  |      |

**Additional evidence (if applicable):**

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## Element 2GEN3/09.1

### Keep yourself clean and hygienic

#### What you must cover

##### **C1 Clothes** (at least **four** from)

- a) Trousers
- b) Tops/jackets
- c) Coats
- d) Disposable gloves
- e) Shoes
- f) Headgear
- g) Aprons

##### **C2 Appropriate times to wash your hands** (at least **five** from)

- a) After going to the toilet or in contact with faeces
- b) When going into food preparation and cooking areas including after any work breaks
- c) After touching raw food and waste
- d) Before handling raw food
- e) After disposing of waste
- f) After cleaning
- g) Changing dressings or touching open wounds

##### **C3 Unsafe behaviour** (**None** from)

- a) Failure to wash hands thoroughly when necessary
- b) Touching your face, nose or mouth, blowing your nose
- c) Chewing gum
- d) Eating
- e) Smoking
- f) Scratching

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical                               | Type of evidence  | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|---|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must: |   |                     |      |                  |                     |      |                  |                     |      |
| 1                                       | Wear clean and hygienic clothes, appropriate to the jobs you are doing          |                     |      |                  |                     |      |                  |                     |      |
| 2                                       | Tie hair back and/or wear appropriate hair covering                             |                     |      |                  |                     |      |                  |                     |      |
| 3                                       | Only wear jewellery and other accessories that do not cause food safety hazards |                     |      |                  |                     |      |                  |                     |      |
| 4                                       | Change your clothes when necessary  |                     |      |                  |                     |      |                  |                     |      |
| 5                                       | Wash your hands thoroughly at appropriate times                                 |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 6 Avoid unsafe behaviour that could contaminate the food you are working with                                |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Report any cuts, boils, grazes, illness and infections promptly to the appropriate person                  |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Make sure any cuts, boils, skin infections and grazes are treated and covered with an appropriate dressing |                         |                            |             |                         |                            |             |                         |                            |             |



## Element 2GEN3/09.1: Keep yourself clean and hygienic

### What you must cover:

*(Assessor to record range with reference to element requirements)*

| Practical   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Clothes</b>   |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Trousers   |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Tops/jackets   |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Coats  |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Disposable gloves  |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Shoes  |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Headgear   |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Aprons   |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Appropriate times to wash your hands</b>  |                  |                     |      |                  |                     |      |                  |                     |      |
| a) After going to the toilet or in contact with faeces                                |                  |                     |      |                  |                     |      |                  |                     |      |
| b) When going into food preparation and cooking areas including after any work breaks |                  |                     |      |                  |                     |      |                  |                     |      |
| c) After touching raw food and waste  |                  |                     |      |                  |                     |      |                  |                     |      |

## Element 2GEN3/09.1: Keep yourself clean and hygienic

### What you must cover:

*(Assessor to record range with reference to element requirements)*

| Practical   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| d) Before handling raw food                             |                  |                     |      |                  |                     |      |                  |                     |      |
| e) After disposing of waste                             |                  |                     |      |                  |                     |      |                  |                     |      |
| f) After cleaning                                       |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Changing dressings or touching open wounds           |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C3 Unsafe behaviour</b>                              |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Failure to wash hands thoroughly when necessary      |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Touching your face, nose or mouth, blowing your nose |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Chewing gum  |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Eating   |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Smoking  |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Scratching   |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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## Element 2GEN3/09.2

### Keep your working area clean and hygienic

#### What you must cover

##### **C4 Surfaces and equipment** (at least **two** from)

- a) Surfaces and utensils for preparing, cooking and holding food
- b) Surfaces and utensils used for displaying and serving food
- c) Appropriate cleaning equipment

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 9 Make sure surfaces and equipment are clean and in good condition  |                  |                     |      |                  |                     |      |                  |                     |      |
| 10 Use clean and suitable cloths and equipment for wiping and cleaning between tasks  |                  |                     |      |                  |                     |      |                  |                     |      |
| 11 Remove from use any surfaces and equipment that are damaged or have loose parts, and report them to the person responsible for food safety |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 12 Dispose of waste promptly, hygienically and appropriately  |                         |                            |             |                         |                            |             |                         |                            |             |
| 13 Identify, take appropriate action on and report to the appropriate person, any damage to walls, floors, ceilings, furniture and fittings |                         |                            |             |                         |                            |             |                         |                            |             |
| 14 Identify, take appropriate action on and report to the appropriate person, any signs of pests  |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2GEN3/09.2: Keep your working area clean and hygienic**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C4 Surfaces and equipment</b>                                 |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Surfaces and utensils for preparing, cooking and holding food |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Surfaces and utensils used for displaying and serving food    |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Appropriate cleaning equipment                                |                         |                            |             |                         |                            |             |                         |                            |             |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    |  |  |

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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2GEN3/09.3

### Store food safely

#### What you must cover

##### **C5 Storage areas** (at least **two** from)

- a) Ambient temperature
- b) Refrigerator
- c) Freezer

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 15 Check that food is undamaged, is at the appropriate temperature and within its 'use by date' on delivery       |                  |                     |      |                  |                     |      |                  |                     |      |
| 16 Look at and retain any important labelling information   |                  |                     |      |                  |                     |      |                  |                     |      |
| 17 Prepare food for storage and put it in the correct storage area as quickly as necessary to maintain its safety |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 18 Make sure storage areas are clean, suitable and maintained at the correct temperature for the type of food  |                         |                            |             |                         |                            |             |                         |                            |             |
| 19 Store food so that cross-contamination is prevented, eg keep raw and ready-to-eat food separate, keep commonly allergenic foods such as nuts in sealed containers |                         |                            |             |                         |                            |             |                         |                            |             |
| 20 Follow stock rotation procedures  |                         |                            |             |                         |                            |             |                         |                            |             |
| 21 Safely dispose of food that is beyond its use-by date   |                         |                            |             |                         |                            |             |                         |                            |             |
| 22 Keep necessary records up to date   |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2GEN3/09.3: Store food safely**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>        | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|-------------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C5 Storage areas</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Ambient temperature  |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Refrigerator         |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Freezer              |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Element 2GEN3/09.4

### Prepare, cook and hold food safely

#### What you must cover

##### **C6 Operations** (at least **four** from)

- a) Defrosting food
- b) Preparing food, including washing and peeling
- c) Cooking food
- d) Reheating food
- e) Holding food before serving
- f) Cooling cooked food not for immediate consumption
- g) Freezing cooked food not for immediate consumption

##### **C7 Hazards** (at least **one** from)

- a) Bacteria and other organisms
- b) Chemical
- c) Physical
- d) Allergenic

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:  |                  |                     |      |                  |                     |      |                  |                     |      |
| 23 Check food before and during operations for any hazards, and follow the correct procedures for dealing with these |                  |                     |      |                  |                     |      |                  |                     |      |
| 24 Follow your organisation's procedures for items that may cause allergic reactions                                 |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 25 Prevent cross-contamination, such as between raw foods, foods already cooking/ reheating and ready-to-eat foods |                         |                            |             |                         |                            |             |                         |                            |             |
| 26 Use methods, times, temperatures and checks to make sure food is safe following operations                      |                         |                            |             |                         |                            |             |                         |                            |             |
| 27 Keep necessary records up to date   |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2GEN3/09.4: Prepare, cook and hold food safely**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C6 Operations</b>                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Defrosting food                                    |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Preparing food, including washing and peeling      |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Cooking food                                       |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Reheating food                                     |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Holding food before serving                        |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Cooling cooked food not for immediate consumption  |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Freezing cooked food not for immediate consumption |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C7 Hazards</b>                                     |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Bacteria and other organisms                       |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Chemical   |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Physical   |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2GEN3/09.4: Prepare, cook and hold food safely**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical     | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| d) Allergenic |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_





## **Unit 4: Maintain, handle and clean knives**

**Unit code:** 1GEN7/10

**Unit credit:** 3

**SCQF Unit level:** 4

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### **Introduction**

This unit is about using and caring for knives within professional kitchens. Knives may include both straight and serrated bladed from small vegetable knives to cleavers.

The unit also refers to the use of scissors and secateurs.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| <p>For the whole unit</p> <p>K1 Why knives should be kept sharp</p> <p>K2 Why knives should be stored safely</p> <p>K3 Why and to whom all accidents should be reported</p> <p>K4 Why the appropriate knife should be selected for the specific task</p> <p>K5 Why handles of knives should not be allowed to become greasy during use</p> <p>K6 Why knives should be handled and carried correctly</p> <p>K7 Why cutting surfaces should be firm and secure</p> <p>K8 Why knives should be cleaned in between dealing with different food groups</p> <p>K9 What risks there are of contamination from poorly maintained knives</p> <p>K10 Why cutting surfaces should be clean</p> <p>K11 Why damaged knives should not be used</p> <p>K12 What action can be taken to prevent allergenic reactions among consumers when maintaining, handling and cleaning knives</p> |                  |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
| <p><b>Column key:</b></p> | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
|                           | <p><b>P = products of the learner's work</b></p>                                      | <p><b>WT = authentic statements/witness testimony</b></p>     |
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Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 1GEN7/10

### Maintain, handle and clean knives

#### What you must cover

##### **C1 Knives** (at least **two** from)

- a) Straight-bladed knives and cleavers
- b) Serrated blades
- c) Scissors/secateurs

##### **C2 Tasks include** (at least **five** from)

- a) Preparing basic vegetable cuts
- b) Preparing meat, poultry and fish
- c) Preparing bread
- d) Opening packaging
- e) Sharpening
- f) Washing and cleaning knives after use

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical                               | Type of evidence   | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|--|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must: |  |                     |      |                  |                     |      |                  |                     |      |
| 1                                       | Prioritise work and carry it out in an organised and efficient manner          |                     |      |                  |                     |      |                  |                     |      |
| 2                                       | Ensure that knives are clean   |                     |      |                  |                     |      |                  |                     |      |
| 3                                       | Sharpen knives using safe sharpening methods                                   |                     |      |                  |                     |      |                  |                     |      |
| 4                                       | Select knives that are appropriate to the task that you are about to commence  |                     |      |                  |                     |      |                  |                     |      |
| 5                                       | Ensure that the cutting surface is firm and secure and appropriate to the task |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 6 Handle knives safely while undertaking tasks                    |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Clean and store knives according to organisational requirements |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Report damage to knives to the appropriate person               |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 1GEN7/10: Maintain, handle and clean knives**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                                | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Knives</b>                         |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Straight-bladed knives and cleavers   |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Serrated blades                       |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Scissors/secateurs                    |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Tasks include</b>                  |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Preparing basic vegetable cuts        |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Preparing meat, poultry and fish      |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Preparing bread                       |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Opening packaging                     |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Sharpening                            |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Washing and cleaning knives after use |                  |                     |      |                  |                     |      |                  |                     |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    |  |  |

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# Optional units



## **Unit 5: Prepare fish for basic dishes**

**Unit code:** 2FP1/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing fresh, semi-prepared fish for basic dishes.

The preparation methods are:

- filleting (removing pin bones, rib bones and spine)
- cutting (darne, goujon, suprême, tronçon, délice, paupiette)
- trimming
- skinning
- coating (for example, with flour, breadcrumbs or batter)
- marinading.

The fish covered by the unit are:

- white fish — round (for example, cod, whiting or hake)
- white fish — flat (for example, plaice, sole or turbot)
- oily (for example, salmon or mackerel).

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| <p>K1 Different types of commonly used flat, round and oily fish and how to identify them</p> <p>K2 How to check that the fish meets requirements</p> <p>K3 What quality points to look for in fresh fish: white fish (round), white fish (flat), oily fish</p> <p>K4 What you should do if there are problems with the fish or other ingredients</p> <p>K5 The correct tools and equipment to carry out the following preparation methods: filleting (removing pin bone, rib bones and spine), cutting (darne, goujon, suprême, tronçon, délice, paupiette), skinning and trimming</p> <p>K6 Why it is important to use the correct tools, equipment and techniques</p> <p>K7 How to carry out the following preparation methods correctly: filleting (removing pin bone, rib bones and spine), cutting (darne, goujon, suprême, tronçon, délice, paupiette), skinning, trimming, coating and marinating</p> <p>K8 The reasons for coating and marinating fish</p> <p>K9 The texture of different types of fish and what this means in terms of handling the fish during preparation</p> <p>K10 How to store prepared fish correctly</p> <p>K11 Healthy eating options when preparing fish</p> |                  |      |

**Additional evidence (if applicable):**

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Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Element 2FP1/10

### Prepare fish for basic dishes

#### What you must cover

##### **C1 Fish** (at least **two** from)

- a) White fish — round
- b) White fish — flat
- c) Oily fish

##### **C2 Prepare by** (at least **four** from which must include a minimum of **three** from cutting\*)

- a) Filleting
  - removing pin bone
  - removing rib bones
  - removing spine
- b) Cutting \*
  - darne
  - goujon
  - supreme
  - tronçon
  - délice
  - paupiette
- c) Trimming
- d) Skinning
- e) Coating
- f) Marinading

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                 |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the fish meets requirements                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly          |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare the fish to meet the requirements of the dish |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Safely store any prepared fish not for immediate use  |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2FP1/10: Prepare fish for basic dishes**

| <b>What you must cover:</b>  |                         |                            |             |                         |                            |             |                         |                            |             |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <i>(Assessor to record range with reference to element requirements)</i> |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
| <b>C1 Fish</b>   |                         |                            |             |                         |                            |             |                         |                            |             |
| a) White fish – round  |                         |                            |             |                         |                            |             |                         |                            |             |
| b) White fish – flat   |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Oily fish   |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C2 Prepare by</b>   |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Filleting   |                         |                            |             |                         |                            |             |                         |                            |             |
| • removing pin bone  |                         |                            |             |                         |                            |             |                         |                            |             |
| • removing rib bones   |                         |                            |             |                         |                            |             |                         |                            |             |
| • removing spine   |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Cutting   |                         |                            |             |                         |                            |             |                         |                            |             |
| • darne  |                         |                            |             |                         |                            |             |                         |                            |             |
| • goujon   |                         |                            |             |                         |                            |             |                         |                            |             |
| • supreme  |                         |                            |             |                         |                            |             |                         |                            |             |
| • tronçon  |                         |                            |             |                         |                            |             |                         |                            |             |
| • délice   |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FP1/10: Prepare fish for basic dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|-------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| • paupiette |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Trimming |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Skinning |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2FP1/10: Prepare fish for basic dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical     | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| e) Coating    |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Marinading |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
| <p><b>Column key:</b></p> | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
|                           | <p><b>P = products of the learner's work</b></p>                                      | <p><b>WT = authentic statements/witness testimony</b></p>     |
|                           | <p><b>RA = personal statements and/or reflective accounts</b></p>                     | <p><b>EPW = expert witness testimony</b></p>                  |
|                           | <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>RPL = evidence of recognition of prior learning</b></p> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_





## **Unit 6: Prepare shellfish for basic dishes**

**Unit code:** 2FP2/10

**Unit credit:** 3

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing shellfish for basic dishes.

The preparation methods are:

- trimming
- shelling
- washing
- coating
- cutting.

The shellfish covered by the unit are:

- prawns
- shrimps
- mussels
- cockles
- clams.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| <p>For the whole unit</p> <p>K1 How to check the shellfish meets requirements</p> <p>K2 What quality points to look for in fresh shellfish: prawns, shrimps, mussels, cockles, clams</p> <p>K3 What you should do if there are problems with the shellfish</p> <p>K4 The correct tools and equipment to carry out the following preparation methods: trimming, shelling, washing, coating, cutting.</p> <p>K5 How to carry out the following preparation methods correctly: trimming, shelling, washing, coating, cutting</p> <p>K6 Why it is important to use the correct tools, equipment and techniques</p> <p>K7 What quality points to look for in prepared shellfish</p> <p>K8 How to store prepared shellfish correctly</p> <p>K9 Healthy eating options when preparing shellfish</p> |                  |      |

**Additional evidence (if applicable):**

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|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FP2/10

Prepare shellfish for basic dishes

### What you must cover

**C1 Shellfish** (at least **two** from)

- a) Prawns
- b) Shrimps
- c) Mussels, cockles and clams

**C2 Prepare by** (at least **three** from)

- a) Trimming
- b) Shelling
- c) Washing
- d) Coating
- e) Cutting

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                      |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the shellfish meets requirements                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use the correct tools and equipment             |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare the shellfish to meet the requirements of the dish |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Safely store any prepared shellfish not for immediate use  |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2FP2/10: Prepare shellfish for basic dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>              | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|-------------------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C1 Shellfish</b>           |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Prawns                     |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Shrimps                    |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Mussels, cockles and clams |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C2 Prepare by</b>          |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Trimming                   |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Shelling                   |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Washing                    |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Coating                    |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Cutting                    |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |



I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 7: Prepare meat for basic dishes**

**Unit code:** 2FP3/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing meat (other than poultry) for basic dishes.

The preparation methods are:

- cutting (portioning, slicing and dicing)
- seasoning/marinading
- trimming.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge          | Type of evidence   | Date |
|--------------------|--|------|
| For the whole unit |  |      |
| K1                 | How to check the meat meets requirements   |      |
| K2                 | What quality points to look for in fresh meat  |      |
| K3                 | What you should do if there are problems with the meat or other ingredients  |      |
| K4                 | The correct tools, knives and equipment to carry out the following preparation methods: cutting (dicing, slicing and portioning), seasoning/marinading, trimming, tying, tenderising |      |
| K5                 | How to carry out the following preparation methods correctly: cutting (dicing, slicing and portioning), seasoning/marinading, trimming, tying, tenderising                           |      |
| K6                 | Why it is important to use the correct tools, knives, equipment and techniques   |      |
| K7                 | How to store prepared meat correctly   |      |
| K8                 | Healthy eating options when preparing meat   |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
|                           | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
| <p><b>Column key:</b></p> | <p><b>P = products of the learner's work</b></p>                                      | <p><b>WT = authentic statements/witness testimony</b></p>     |
|                           | <p><b>RA = personal statements and/or reflective accounts</b></p>                     | <p><b>EPW = expert witness testimony</b></p>                  |
|                           | <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>RPL = evidence of recognition of prior learning</b></p> |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FP3/10

### Prepare meat for basic dishes

#### What you must cover

**C1 Prepare by** (at least **three** from which must include a minimum of two from C1a)

- a) Cutting
  - dice
  - slice
  - portion
- b) Basic boning of joints
- c) Seasoning/marinading
- d) Trimming
- e) Tying
- f) Tenderising

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                 |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the meat meets requirements                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use the tools and equipment correctly      |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare the meat to meet the requirements of the dish |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Safely store any prepared meat not for immediate use  |                  |                     |      |                  |                     |      |                  |                     |      |



**Element 2FP3/10: Prepare meat for basic dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|-----------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Prepare by</b>        |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Cutting                  |                  |                     |      |                  |                     |      |                  |                     |      |
| • dice                      |                  |                     |      |                  |                     |      |                  |                     |      |
| • slice                     |                  |                     |      |                  |                     |      |                  |                     |      |
| • portion                   |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Basic boning of joints   |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Seasoning/<br>marinading |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Trimming                 |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Tying                    |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Tenderising              |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
| <p><b>Column key:</b></p> | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
|                           | <p><b>P = products of the learner's work</b></p>                                      | <p><b>WT = authentic statements/witness testimony</b></p>     |
|                           | <p><b>RA = personal statements and/or reflective accounts</b></p>                     | <p><b>EPW = expert witness testimony</b></p>                  |
|                           | <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>RPL = evidence of recognition of prior learning</b></p> |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 8: Prepare poultry for basic dishes**

**Unit code:** 2FP4/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing poultry for basic dishes.

The preparation methods are:

- checking and preparing the cavity
- seasoning/marinading
- trimming
- cutting (portion, dice and cut for sautéing)
- stuffing/filling
- coating
- tying and trussing
- batting out.

The poultry covered by the unit are:

- whole birds
- poultry portions.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| <p>K1 How to check that the poultry meets requirements</p> <p>K2 What quality points to look for in a range of fresh poultry including duck, chicken and turkey</p> <p>K3 What you should do if there are problems with the poultry or other ingredients</p> <p>K4 The correct tools and equipment to carry out the following preparation methods: checking and preparing the cavity, seasoning/marinading, trimming, cutting (portion, dice and cut for sautéing), stuffing and filling, coating, tying and batting out</p> <p>K5 How to carry out the following preparation methods correctly: checking and preparing the cavity, seasoning/marinading, trimming, cutting (portion, dice and cut for sautéing), stuffing and filling, coating, tying and batting out</p> <p>K6 Why it is important to use the correct tools, knives, equipment and techniques</p> <p>K7 How to store prepared poultry</p> <p>K8 Healthy eating options when preparing poultry</p> |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
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|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Element 2FP4/10

### Prepare poultry for basic dishes

#### What you must cover

##### **C1 Poultry** (all from)

- a) Whole birds
- b) Portions of poultry meat

##### **C2 Prepare by** (at least **four** from which must include a minimum of **two** from C2e)

- a) Cleaning
- b) Checking and preparing the cavity
- c) Seasoning/marinading
- d) Trimming
- e) Cutting: (portion, dice, cut for sautéing)
- f) Stuffing/filling
- g) Coating
- h) Tying and trussing
- i) Batting out

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                    |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the poultry meets requirements                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use the correct tools and equipment           |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare the poultry to meet the requirements of the dish |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Safely store any prepared poultry not for immediate use  |                  |                     |      |                  |                     |      |                  |                     |      |

## Element 2FP4/10: Prepare poultry for basic dishes

### What you must cover:

*(Assessor to record range with reference to element requirements)*

| Practical                                     | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Poultry</b>                             |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Whole birds                                |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Portions of poultry meat                   |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Prepare by</b>                          |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Cleaning                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Checking and preparing the cavity          |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Seasoning/ marinading                      |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Trimming                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Cutting: (portion, dice, cut for sautéing) |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Stuffing/filling                           |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Coating                                    |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Tying and trussing                         |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Battering                                  |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
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|                    |  |  |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 9: Prepare game for basic dishes**

**Unit code:** 2FP5/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing game for basic dishes.

The preparation methods are:

- checking and preparing the cavity
- seasoning/marinading
- trimming
- cutting (portion and dice)
- stuffing/filling
- trussing.

The game covered by the unit are:

- skinned – ie venison, rabbit
- plucked — pheasant, grouse, partridge.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| K1 How to check the game meets requirements   |                  |      |
| K2 What quality points to look for in fresh game: skinned and plucked   |                  |      |
| K3 What you should do if there are problems with the game or other ingredients  |                  |      |
| K4 The correct tools and equipment to carry out the following preparation methods: checking and preparing the cavity, seasoning/marinading, trimming, cutting (portion and dice), stuffing and filling, tying |                  |      |
| K5 How to carry out the following preparation methods correctly: checking and preparing the cavity, seasoning/marinading, trimming, cutting (portion and dice), stuffing and filling, tying                   |                  |      |
| K6 Why it is important to use the correct tools, equipment and techniques   |                  |      |
| K7 How to store prepared game   |                  |      |
| K8 Healthy eating options when preparing game   |                  |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FP5/10

### Prepare game for basic dishes

#### What you must cover

##### **C1 Game** (both)

- a) Skinned
- b) Plucked

##### **C2 Prepare by** (at least **three** from which must include a minimum of **one** from C2e)

- a) Checking and preparing the cavity
- b) Checking for and removing shot
- c) Seasoning/marinading
- d) Trimming
- e) Cutting (portioning, dicing, trimming)
- f) Stuffing/filling
- g) Tying

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                 |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the game meets requirements                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly          |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare the game to meet the requirements of the dish |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Safely store any prepared game not for immediate use  |                  |                     |      |                  |                     |      |                  |                     |      |

## Element 2FP5/10: Prepare game for basic dishes

### What you must cover:

*(Assessor to record range with reference to element requirements)*

| Practical                                 | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Game</b>                            |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Skinned                                |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Plucked                                |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Prepare by</b>                      |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Checking and preparing the cavity      |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Checking for and removing shot         |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Seasoning/ marinading                  |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Trimming                               |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Cutting (portioning, dicing, trimming) |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Stuffing/filling                       |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Tying                                  |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
| <b>Column key:</b> | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_





## **Unit 10:**

## **Prepare offal for basic dishes**

**Unit code:** 2FP6/10

**Unit credit:** 3

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing offal for basic dishes.

The preparation methods are:

- cutting and slicing
- marinading/seasoning
- coating with flour
- skinning
- trimming
- blending and mincing.

The offal covered by the unit are:

- liver
- kidney
- sweetbread.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| <p>K1 How to check the offal meets requirements</p> <p>K2 What quality points to look for in fresh offal: liver, kidney, sweetbread</p> <p>K3 What you should do if there are problems with the offal or other ingredients</p> <p>K4 The correct tools and equipment to carry out the following preparation methods: cutting and slicing, marinading/seasoning, coating with flour, skinning, trimming, blending and mincing</p> <p>K5 How to carry out the following preparation methods correctly: cutting and slicing, marinading/seasoning, coating with flour, skinning, trimming, blending and mincing</p> <p>K6 Why it is important to use the correct tools, equipment and techniques</p> <p>K7 How to store prepared offal</p> <p>K8 Healthy eating options when preparing offal</p> |                  |      |

**Additional evidence (if applicable):**

|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
| <b>Column key:</b> | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FP6/10

Prepare offal for basic dishes

### What you must cover

**C1 Offal** (at least **two** from)

- a) Liver
- b) Kidney
- c) Sweetbread

**C2 Prepare by** (at least **four** from)

- a) Cutting and slicing
- b) Marinading/seasoning
- c) Coating with flour
- d) Skinning
- e) Trimming and de-veining
- f) Blending and mincing

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                  |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the offal meets requirements                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use the correct tools and equipment         |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare the offal to meet the requirements of the dish |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Safely store any prepared offal not for immediate use  |                  |                     |      |                  |                     |      |                  |                     |      |



**Element 2FP6/10: Prepare offal for basic dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                  | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|----------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Offal</b>            |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Liver                   |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Kidney                  |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Sweetbread              |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Prepare by</b>       |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Cutting and slicing     |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Marinading/seasoning    |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Coating with flour      |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Skinning                |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Trimming and de-veining |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Blending and mincing    |                  |                     |      |                  |                     |      |                  |                     |      |



**Additional evidence (if applicable):**

|                    |  |  |
|--------------------|--|--|
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|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## **Unit 11:**

## **Prepare vegetables for basic dishes**

**Unit code:** 2FP7/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing vegetables using basic preparation methods.

The preparation methods are:

- washing
- peeling
- re-washing
- chopping
- traditional French cuts including — Julienne, Brunoise, Macédoine, Jardinière and Paysanne
- slicing
- trimming
- grating.

The vegetables covered by the unit are:

- roots
- bulbs
- flower heads
- fungi
- seeds and pods
- tubers
- leaves
- stems
- vegetable fruits.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| <b>Knowledge</b>  | <b>Type of evidence</b> | <b>Date</b> |
|---|-------------------------|-------------|
| For the whole unit  |                         |             |
| <p>K1 How to check the vegetables meet requirements</p> <p>K2 What quality points to look for in fresh vegetables: roots, bulbs, flower heads, fungi, seeds and pods, tubers, leaves, stems, vegetable fruits</p> <p>K3 What different fresh vegetables are available depending on the season</p> <p>K4 What you should do if there are problems with the vegetables or other ingredients</p> <p>K5 The correct tools and equipment to carry out the following preparation methods: washing, peeling, re-washing, chopping, traditional French cuts, slicing, trimming, grating</p> <p>K6 How to carry out the following preparation methods correctly: washing, peeling, re-washing, chopping, traditional French cuts, slicing, trimming, grating</p> <p>K7 Why it is important to use the correct tools, equipment and techniques</p> <p>K8 How to maintain the appearance and texture of vegetables during preparation</p> <p>K9 How to store prepared vegetables</p> <p>K10 Healthy eating options when preparing vegetables</p> |                         |             |

**Additional evidence (if applicable):**

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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FP7/10

Prepare vegetables for basic dishes

### What you must cover

**C1 Vegetables** (at least **seven** from)

- a) Roots
- b) Bulbs
- c) Flower heads
- d) Fungi
- e) Seeds and pods
- f) Tubers
- g) Leaves
- h) Stems
- i) Vegetable fruits

**C2 Prepare by** (at least **six** from which must include a minimum of **two** from C2e)

- a) Washing
- b) Peeling
- c) Re-washing
- d) Chopping
- e) Traditional French cuts (Julienne, Brunoise, Macédoine, Jardinière and Paysanne)
- f) Slicing
- g) Trimming
- h) Grating

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                       |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the vegetables meet requirements                      |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare the vegetables to meet the requirements of the dish |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Safely store any prepared vegetables not for immediate use  |                  |                     |      |                  |                     |      |                  |                     |      |



**Element 2FP7/10: Prepare vegetables for basic dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>     | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|----------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C1 Vegetables</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Roots             |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Bulbs             |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Flower heads      |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Fungi             |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Seeds and pods    |                         |                            |             |                         |                            |             |                         |                            |             |
| f) Tubers            |                         |                            |             |                         |                            |             |                         |                            |             |
| g) Leaves            |                         |                            |             |                         |                            |             |                         |                            |             |
| h) Stems             |                         |                            |             |                         |                            |             |                         |                            |             |
| i) Vegetable fruits  |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C2 Prepare by</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Washing           |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Peeling           |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Re-washing        |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Chopping          |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FP7/10: Prepare vegetables for basic dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| e) Traditional French cuts (Julienne, Brunoise, Macédoine, Jardinière and Paysanne) |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Slicing  |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Trimming   |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Grating  |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    |  |  |



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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 12: Process dried ingredients prior to cooking**

**Unit code:** 2FP8/10

**Unit credit:** 2

**SCQF Unit level:** 3

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### **Introduction**

This unit is about processing and cooking dishes which incorporate dried ingredients, for example: Chinese dishes.

The types of dried foods include:

- dried meat
- dried fish
- dried vegetables and fungi.

The processing methods covered include:

- portioning
- rehydrating
- combining with other ingredients.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| K1 How to select the correct type, quality and quantity of dried ingredients to meet dish requirements                      |                  |      |
| K2 What quality points to look for in dried ingredients   |                  |      |
| K3 What you should do if there are problems with the dried ingredients  |                  |      |
| K4 How to carry out the following preparation methods according to dish requirements: cleaning, soaking, washing, straining |                  |      |
| K5 How to minimise and correct common faults when using dried ingredients   |                  |      |
| K6 How to identify when dried ingredients have the correct colour, flavour, texture and quantity once rehydrated            |                  |      |
| K7 The correct temperatures for holding and storing dried ingredients   |                  |      |
| K8 How to store uncooked, rehydrated ingredients  |                  |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FP8/10

Process dried ingredients prior to cooking

### What you must cover

**C1 Dried foods include** (at least **two** from)

- a) Dried meat
- b) Dried fish and shellfish
- c) Dried vegetables and mushroom

**C2 Preparation methods** (at least **four** from)

- a) Cleaning
- b) Soaking
- c) Washing
- d) Straining
- e) Storage

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the dried foods meet dish requirements  |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly  |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Rehydrate dried foods in the correct manner to meet dish requirements               |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the rehydrated food has the correct flavour, colour, texture and quantity |                  |                     |      |                  |                     |      |                  |                     |      |

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| 5 Remove non-edible parts of the rehydrated food  |                  |                     |      |                  |                     |      |                  |                     |      |
| 6 Make sure the rehydrated food is held ready for combining with other ingredients in a way which preserves its colour, consistency and flavour |                  |                     |      |                  |                     |      |                  |                     |      |
| 7 Safely store any rehydrated food not for immediate use  |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2FP8/10: Prepare dried ingredients prior to cooking**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                        | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|----------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Dried foods include</b>    |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Dried meat                    |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Dried fish and shellfish      |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Dried vegetables and mushroom |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Preparation methods</b>    |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Cleaning                      |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Soaking                       |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Washing                       |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Straining                     |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Storage                       |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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|                    |  |  |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 13: Prepare and mix spice and herb blends**

**Unit code:** 2FP9/10

**Unit credit:** 2

**SCQF Unit level:** 4

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### **Introduction**

This unit is about selecting, preparing and blending a variety of spices and herbs to produce spice mixes ready for cooking, for example:

- Marsala blends
- dry spice mixes
- paste for Thai green curry.

Spices might include condiments such as cumin and coriander.

The preparation and cooking techniques covered include:

- slicing
- chopping
- crushing
- pounding
- grinding
- blending
- toasting/roasting.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| For the whole unit   |                  |      |
| <p>K1 How to select the correct type, quality and quantity of ingredients to meet spice mix requirements</p> <p>K2 What quality points to look for in spice mix ingredients</p> <p>K3 What you should do if there are problems with the ingredients</p> <p>K4 What the correct tools and equipment are and the reasons for using them when carrying out the following preparation and cooking methods: weighing/measuring, chopping, crushing, grinding and mixing</p> <p>K5 How to carry out the following preparation methods according to spice mix requirements: weighing/ measuring, chopping, crushing, grinding and mixing</p> <p>K6 The correct temperatures for cooking/toasting spices</p> <p>K7 How to identify when individual spices and spice mixes have the correct colour, flavour, colour, consistency and quantity</p> <p>K8 How to finish and store spice mixes</p> <p>K9 How to minimise and correct common faults in spice mixes</p> <p>K10 How to balance the flavour, texture, colour, consistency and quality of the final spice mix</p> <p>K11 What quality points relate to spice mixes</p> <p>K12 The correct temperatures and conditions for holding and storing spice mixes</p> <p>K13 How to store spice mixes</p> |                  |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
|                           | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
| <p><b>Column key:</b></p> | <p><b>P = products of the learner's work</b></p>                                      | <p><b>WT = authentic statements/witness testimony</b></p>     |
|                           | <p><b>RA = personal statements and/or reflective accounts</b></p>                     | <p><b>EPW = expert witness testimony</b></p>                  |
|                           | <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>RPL = evidence of recognition of prior learning</b></p> |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FP9/10

Prepare and mix spice and herb blends

### What you must cover

**C1 Ingredients** (at least **two** from)

- a) Fresh spices and herbs
- b) Dried spices
- c) Vegetables

**C2 Preparation methods** (at least **five** from)

- a) Cleaning and trimming
- b) Weighing/measuring
- c) Chopping
- d) Crushing
- e) Pounding
- f) Grinding
- g) Mixing

**C3 Equipment** (at least **two** from)

- a) Spice grinding machine
- b) Pestle and mortar
- c) Knives

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                                |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Select the type and quantity of ingredients needed for the spice mix |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Check the ingredients to make sure they meet quality standards       |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Choose and use tools and equipment correctly                         |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Combine the ingredients according to spice mix requirements          |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Process the spice mix to meet requirements  |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Make sure the spice mix has the correct flavour, colour, aroma, consistency and quantity  |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Make sure the spice mix is at the correct temperature for holding and serving   |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Safely store any cooked or uncooked spice mixes not for immediate use in a way which preserves the flavour, colour, aroma and consistency |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FP9/10: Prepare and mix spice and herb blends**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                     | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|-------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Ingredients</b>         |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Fresh spices and herbs     |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Dried spices               |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Vegetables                 |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Preparation methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Cleaning and trimming      |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Weighing/measuring         |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Chopping                   |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Crushing                   |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Pounding                   |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Grinding                   |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Mixing                     |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C3 Equipment:</b>          |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Spice grinding machine     |                  |                     |      |                  |                     |      |                  |                     |      |



**Element 2FP9/10: Prepare and mix spice and herb blends**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical            | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|----------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| b) Pestle and mortar |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Knives            |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Unit 14:

## Cook and finish basic fish dishes

Unit code: 2FC1/10

Unit credit: 4

SCQF Unit level: 5

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### Introduction

This unit is about cooking and finishing basic fish dishes, for example:

- grilled salmon steaks
- sea bass with lemon butter
- battered fish (fresh)
- pan fried trout
- fish cakes
- fish pie.

The fish covered by the unit are:

- white fish — round (for example, cod, whiting or hake)
- pre-portioned fish
- white fish — flat (for example, plaice, sole or turbot)
- oily fish (for example, salmon or mackerel).

The cooking methods covered include:

- frying (deep and shallow)
- grilling
- poaching
- baking
- steaming.

The finishing methods covered include:

- garnishing
- presentation.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| <p>K1 How to check the fish meets dish requirements</p> <p>K2 What quality points to look for in fish: white fish (round), white fish (flat) and oily fish</p> <p>K3 What you should do if there are problems with the fish or other ingredients</p> <p>K4 The correct tools and equipment to carry out the following cooking methods: frying (deep and shallow), grilling, poaching, baking and steaming</p> <p>K5 Why it is important to use the correct tools and equipment</p> <p>K6 How to use the following cooking methods according to dish requirements: frying (deep and shallow), grilling, poaching, baking and steaming</p> <p>K7 Why it is important to use the correct techniques for each type of fish</p> <p>K8 The correct temperatures for cooking fish: flat, round, oily; and why these temperatures are important</p> <p>K9 How to carry out the following finishing methods: garnishing and presentation</p> <p>K10 How to correct a fish dish to make sure it has the right colour, consistency and flavour</p> <p>K11 The correct temperatures for holding and serving fish dishes</p> <p>K12 Healthy eating options when cooking and finishing fish</p> |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Element 2FC1/10

### Cook and finish basic fish dishes

#### What you must cover

##### **C1 Fish** (at least **two** from)

- a) White fish — round
- b) White fish – flat
- c) Oily
- d) Pre-portioned fish

##### **C2 Cooking by** (at least **three** from)

- a) Frying
  - Deep
  - Shallow
- b) Grilling
- c) Poaching
- d) Baking
- e) Steaming

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical                               | Type of evidence                                       | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|--|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must: |  |                     |      |                  |                     |      |                  |                     |      |
| 1                                       | Check the fish meets dish requirements                 |                     |      |                  |                     |      |                  |                     |      |
| 2                                       | Choose and use the right tools and equipment correctly |                     |      |                  |                     |      |                  |                     |      |
| 3                                       | Combine the fish with other ingredients                |                     |      |                  |                     |      |                  |                     |      |
| 4                                       | Cook the fish to meet the requirements of the dish     |                     |      |                  |                     |      |                  |                     |      |
| 5                                       | Garnish and present the dish to meet requirements      |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 6 Make sure the dish has the correct flavour, colour, consistency and quantity |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Make sure the dish is at the correct temperature for holding and serving     |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Safely store any cooked fish not for immediate use                           |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FC1/10: Cook and finish basic fish dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical             | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|-----------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Fish</b>        |                  |                     |      |                  |                     |      |                  |                     |      |
| a) White fish – round |                  |                     |      |                  |                     |      |                  |                     |      |
| b) White fish – flat  |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Oily               |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Pre-portioned fish |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Cooking by</b>  |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Frying             |                  |                     |      |                  |                     |      |                  |                     |      |
| • Deep                |                  |                     |      |                  |                     |      |                  |                     |      |
| • Shallow             |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Grilling           |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Poaching           |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Baking             |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Steaming           |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    |  |  |



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Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_





## **Unit 15:**

## **Cook and finish basic shellfish dishes**

**Unit code:** 2FC2/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about cooking and finishing basic shellfish dishes, for example:

- prawn brochette
- prawn toast
- clam chowder.

The shellfish covered by the unit are:

- prawns
- shrimps
- mussels
- cockles
- clams.

The cooking techniques covered include:

- boiling
- frying (deep and shallow)
- grilling.

The finishing techniques covered include:

- garnishing
- saucing
- presentation.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| For the whole unit   |                  |      |
| <p>K1 How to check the shellfish meets dish requirements</p> <p>K2 What quality points to look for in shellfish: prawns, shrimps, mussels, cockles, clams</p> <p>K3 What you should do if there are problems with the shellfish or other ingredients</p> <p>K4 The correct tools and equipment to carry out the following cooking methods: boiling, frying (deep and shallow), grilling</p> <p>K5 Why it is important to use the correct tools and equipment</p> <p>K6 How to carry out the following cooking methods according to dish requirements: boiling, frying (deep and shallow), grilling</p> <p>K7 The correct temperatures for cooking shellfish: prawns, shrimps, mussels, cockles, clams</p> <p>K8 Why it is important to use the correct cooking techniques</p> <p>K9 How to carry out the following finishing methods: garnishing, saucing and presentation</p> <p>K10 How to ensure a shellfish dish has the correct colour, consistency and flavour</p> <p>K11 The correct temperatures for holding and serving shellfish dishes</p> <p>K12 Healthy eating options when cooking and finishing shellfish</p> |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FC2/10

Cook and finish basic shellfish dishes

### What you must cover

**C1 Shellfish** (at least **two** from)

- a) Prawns
- b) Shrimps
- c) Mussels, cockles and clams

**C2 Cooking by** (at least **two** from which must include at least **one** from frying:  
deep or shallow)

- a) Boiling
- b) Frying (deep and shallow)
- c) Grilling

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical                               | Type of evidence  | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|---|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must: |   |                     |      |                  |                     |      |                  |                     |      |
| 1                                       | Check the shellfish meets dish requirements             |                     |      |                  |                     |      |                  |                     |      |
| 2                                       | Choose and use tools and equipment correctly            |                     |      |                  |                     |      |                  |                     |      |
| 3                                       | Combine the shellfish with other ingredients            |                     |      |                  |                     |      |                  |                     |      |
| 4                                       | Cook the shellfish to meet the requirements of the dish |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Make sure the dish has the correct flavour, colour, consistency and quantity |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Garnish and present the dish to meet requirements                            |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Make sure the dish is at the correct temperature for holding and serving     |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Safely store any cooked shellfish not for immediate use                      |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FC2/10: Cook and finish basic shellfish dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>              | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|-------------------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C1 Shellfish</b>           |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Prawns                     |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Shrimps                    |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Mussels, cockles and clams |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C2 Cooking by</b>          |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Boiling                    |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Frying (deep and shallow)  |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Grilling                   |                         |                            |             |                         |                            |             |                         |                            |             |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## **Unit 16: Cook and finish basic meat dishes**

|                         |         |
|-------------------------|---------|
| <b>Unit code:</b>       | 2FC3/10 |
| <b>Unit credit:</b>     | 5       |
| <b>SCQF Unit level:</b> | 6       |

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### **Introduction**

This unit is about cooking and finishing basic meat dishes, for example:

- cuts of meat (for example, steaks and cutlets)
- stews and casseroles
- curries
- minced dishes (for example, shepherd's pie or lasagne)
- steamed gammon joints/boiled hocks.

The cooking techniques covered include:

- grilling (over fire and under fire)
- griddling
- frying (shallow and stir)
- braising
- stewing
- roasting
- combining cooking methods.

The finishing techniques covered include:

- garnishing
- presentation.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| For the whole unit   |                  |      |
| <p>K1 How to check the meat is of the correct type, cut and quantity for the dish</p> <p>K2 What quality points to look for in prepared meat</p> <p>K3 What you should do if there are problems with the meat or other ingredients</p> <p>K4 What the benefits of sealing meat are</p> <p>K5 Different cuts of meat and the most effective (or appropriate) methods of cooking them</p> <p>K6 The correct tools and equipment to carry out the following cooking methods: grilling, (over and under fire), griddling, frying (shallow and stir), braising, stewing, roasting, combining cooking methods</p> <p>K7 Why it is important to use the correct tools and equipment</p> <p>K8 How to use the following cooking methods according to dish requirements: grilling, (over and under fire), griddling, frying (shallow and stir), braising, stewing, roasting, combining cooking methods</p> <p>K9 The correct temperatures for cooking meat using the cooking methods listed</p> <p>K10 How to correct a meat dish to meet finishing requirements</p> <p>K11 How to carry out the following finishing methods: garnishing and presentation</p> <p>K12 The correct temperatures for holding and serving meat dishes</p> <p>K13 Healthy eating options when cooking and finishing meat</p> |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FC3/10

Cook and finish basic meat dishes

### What you must cover

**C1 Cooking by** (at least **five** from)

- a) Grilling (over and under fire)
- b) Griddling
- c) Frying (shallow and stir)
- d) Braising
- e) Stewing
- f) Roasting
- g) Combining cooking methods

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                                |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the meat for type, cut, quantity and quality                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                         |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Combine the meat with other ingredients                              |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Cook the meat to meet the requirements of the dish                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 5 Make sure the dish has the correct flavour, consistency and quantity |                  |                     |      |                  |                     |      |                  |                     |      |



| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 6 Garnish and present the dish to meet requirements                        |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Make sure the dish is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Safely store any cooked meat not for immediate use                       |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FC3/10: Cook and finish basic meat dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                         | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|-----------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Cooking by</b>              |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Grilling (over and under fire) |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Griddling                      |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Frying (shallow and stir)      |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Braising                       |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Stewing                        |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Roasting                       |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Combining cooking methods      |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## **Unit 17:**

## **Cook and finish basic poultry dishes**

|                         |         |
|-------------------------|---------|
| <b>Unit code:</b>       | 2FC4/10 |
| <b>Unit credit:</b>     | 5       |
| <b>SCQF Unit level:</b> | 6       |

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### **Introduction**

This unit is about cooking and finishing basic poultry dishes, for example:

- sautéed chicken
- stuffed legs/suprêmes
- roast duck.

The poultry covered by the unit are:

- duck
- chicken
- turkey.

The cooking techniques covered include:

- grilling (over fire and under fire)
- griddling
- roasting
- poaching
- frying (deep, shallow, sautéing and stir)
- steaming
- braising
- combining cooking methods.

The finishing techniques covered include:

- garnishing
- presentation.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| <p>K1 How to check the poultry meets dish requirements</p> <p>K2 What quality points to look for in a range of poultry: duck, chicken, turkey</p> <p>K3 What you should do if there are problems with the poultry or other ingredients</p> <p>K4 The correct tools and equipment to carry out the following cooking methods: grilling, griddling, roasting, poaching, deep, shallow and stir frying, steaming, braising, combining cooking methods</p> <p>K5 Why it is important to use the correct tools, knives and equipment</p> <p>K6 How to use the following cooking methods according to dish requirements: grilling, griddling, roasting, poaching, deep, shallow and stir frying, steaming, braising, combining cooking methods</p> <p>K7 Why it is important to use the correct cooking techniques</p> <p>K8 The correct temperatures for cooking poultry: duck, chicken, turkey</p> <p>K9 How to correct a poultry dish to meet finishing requirements</p> <p>K10 How to carry out the following finishing methods: garnishing and presentation</p> <p>K11 The correct temperatures for holding and serving poultry dishes</p> <p>K12 The correct temperatures for storing poultry dishes not for immediate use</p> <p>K13 Healthy eating options when cooking and finishing poultry</p> |                  |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
| <p><b>Column key:</b></p> | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
|                           | <p><b>P = products of the learner's work</b></p>                                      | <p><b>WT = authentic statements/witness testimony</b></p>     |
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|                           | <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>RPL = evidence of recognition of prior learning</b></p> |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Element 2FC4/10

Cook and finish basic poultry dishes

### What you must cover

#### **C1 Poultry** (both)

- a) Whole birds
- b) Poultry portions

#### **C2 Cooking by** (at least **three** from which must include **one** from frying)

- a) Grilling
- b) Griddling
- c) Roasting
- d) Poaching
- e) Frying (deep, shallow, sautéing and stir)
- f) Steaming
- g) Braising
- h) Combining cooking methods

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical                               | Type of evidence                                      | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|---|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must: |   |                     |      |                  |                     |      |                  |                     |      |
| 1                                       | Check the poultry meets dish requirements             |                     |      |                  |                     |      |                  |                     |      |
| 2                                       | Choose and use tools and equipment correctly          |                     |      |                  |                     |      |                  |                     |      |
| 3                                       | Combine the poultry with other ingredients            |                     |      |                  |                     |      |                  |                     |      |
| 4                                       | Cook the poultry to meet the requirements of the dish |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b> | <b>Type of evidence</b>  | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|------------------|--|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5                | Make sure the dish has the correct colour, flavour, consistency and quantity |                            |             |                         |                            |             |                         |                            |             |
| 6                | Garnish and present the dish to meet requirements                            |                            |             |                         |                            |             |                         |                            |             |
| 7                | Make sure the dish is at the correct temperature for holding and serving     |                            |             |                         |                            |             |                         |                            |             |
| 8                | Safely store any cooked poultry not for immediate use                        |                            |             |                         |                            |             |                         |                            |             |

**Element 2FC4/10: Cook and finish basic poultry dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                                    | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Poultry</b>                            |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Whole birds                               |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Poultry portions                          |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Cooking by</b>                         |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Grilling                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Griddling                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Roasting                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Poaching                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Frying (deep, shallow, sautéing and stir) |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Steaming                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Braising                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Combining cooking methods                 |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
| <b>Column key:</b> | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## **Unit 18: Cook and finish basic game dishes**

|                         |         |
|-------------------------|---------|
| <b>Unit code:</b>       | 2FC5/10 |
| <b>Unit credit:</b>     | 5       |
| <b>SCQF Unit level:</b> | 5       |

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### **Introduction**

This unit is about cooking and finishing basic game dishes, for example:

- venison stew
- roast quail
- roast pheasant
- roast pigeon.

The game covered by the unit are:

- furred
- feathered.

The cooking techniques covered include:

- grilling
- griddling
- sautéing
- roasting
- shallow frying
- combining cooking methods.

The finishing techniques covered include:

- garnishing
- presentation.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| <b>Knowledge</b>  | <b>Type of evidence</b> | <b>Date</b> |
|---|-------------------------|-------------|
| <p>For the whole unit</p> <p>K1 How to check the game meets dish requirements</p> <p>K2 Which types of game are available in which seasons</p> <p>K3 What quality points to look for in game: furred and feathered</p> <p>K4 What you should do if there are problems with the game or other ingredients</p> <p>K5 The correct tools and equipment to carry out the following cooking methods: grilling, griddling, sautéing, roasting, combining cooking methods, shallow frying</p> <p>K6 Why it is important to use the correct tools and equipment</p> <p>K7 How to carry out the following cooking methods according to dish requirements: grilling, griddling, sautéing, roasting, combining cooking methods, shallow frying</p> <p>K8 Why it is important to use the correct cooking techniques</p> <p>K9 How to keep game moist</p> <p>K10 The correct temperatures for cooking game: furred and feathered</p> <p>K11 How to carry out the following finishing methods: garnishing and presentation</p> <p>K12 How to correct a game dish to meet finishing requirements</p> <p>K13 The correct temperatures for holding and serving game</p> <p>K14 Healthy eating options when cooking and finishing game</p> |                         |             |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
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I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FC5/10

Cook and finish basic game dishes

### What you must cover

#### **C1 Game (both)**

- a) Furred
- b) Feathered

#### **C2 Cooking by** (at least **four** from)

- a) grilling/ griddling
- b) sautéing
- c) roasting
- d) shallow frying
- e) combining cooking methods

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:              |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the game meets dish requirements             |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly       |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Combine the game with other ingredients            |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Cook the game to meet the requirements of the dish |                  |                     |      |                  |                     |      |                  |                     |      |
| 5 Garnish and present the dish to meet requirements  |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b> | <b>Type of evidence</b>  | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|------------------|--|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 6                | Make sure the dish has the correct flavour, colour, consistency and quantity |                            |             |                         |                            |             |                         |                            |             |
| 7                | Make sure the dish is at the correct temperature for holding and serving     |                            |             |                         |                            |             |                         |                            |             |
| 8                | Safely store any cooked game not for immediate use                           |                            |             |                         |                            |             |                         |                            |             |

**Element 2FC5/10: Cook and finish basic game dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                    | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Game</b>               |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Furred                    |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Feathered                 |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Cooking by</b>         |                  |                     |      |                  |                     |      |                  |                     |      |
| a) grilling/griddling        |                  |                     |      |                  |                     |      |                  |                     |      |
| b) sautéing                  |                  |                     |      |                  |                     |      |                  |                     |      |
| c) roasting                  |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Shallow frying            |                  |                     |      |                  |                     |      |                  |                     |      |
| e) combining cooking methods |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
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|                    |  |  |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 19:**

## **Cook and finish basic offal dishes**

|                         |         |
|-------------------------|---------|
| <b>Unit code:</b>       | 2FC6/10 |
| <b>Unit credit:</b>     | 4       |
| <b>SCQF Unit level:</b> | 6       |

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### **Introduction**

This unit is about cooking and finishing basic offal dishes, for example:

- sautéed kidneys
- braised liver
- steak and kidney pie
- pâté.

The offal covered by the unit are:

- liver
- kidney
- sweetbread.

The cooking techniques covered include:

- grilling
- griddling
- shallow frying
- boiling
- braising
- poaching
- combined cooking methods
- baking
- steaming
- 'Bain Marie'
- sautéing.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| <p>K1 How to check the offal meets dish requirements</p> <p>K2 What quality points to look for in offal: liver, kidneys, sweetbread</p> <p>K3 What you should do if there are problems with the offal or other ingredients</p> <p>K4 The correct tools and equipment to carry out the following cooking methods: grilling, griddling, shallow frying, boiling, braising, poaching, combining cooking methods, baking, steaming, bain-marie, sautéing</p> <p>K5 Why it is important to use the correct tools and equipment</p> <p>K6 How to carry out the following cooking methods according to dish requirements: grilling/griddling, shallow frying, boiling, braising, poaching, combining cooking methods, baking, steaming, bain-marie, sautéing</p> <p>K7 Why it is important to use the correct cooking techniques</p> <p>K8 The correct temperatures for cooking offal: liver, kidneys, sweetbread</p> <p>K9 How to carry out the following finishing methods: garnishing and presentation</p> <p>K10 How to correct an offal dish to meet finishing requirements</p> <p>K11 The correct temperatures for holding and serving offal dishes</p> <p>K12 Healthy eating options when cooking and finishing offal</p> |                  |      |

**Additional evidence (if applicable):**

|  |  |  |
|--|--|--|
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|--|--|--|

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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FC6/10

### Cook and finish basic offal dishes

#### What you must cover

##### **C1 Offal** (at least **two** from)

- a) Liver
- b) Kidney
- c) Sweetbread

##### **C2 Cooking by** (at least **five** from)

- a) Grilling
- b) Griddling
- c) Shallow frying
- d) Boiling
- e) Braising
- f) Poaching
- g) Combining cooking methods
- h) Baking
- i) Steaming
- j) Bain-marie'
- k) Sautéing

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the offal for type, quantity and quality  |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly  |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Cook the offal and combine it with other ingredients to meet the requirements of the dish |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the dish has the correct colour, flavour, consistency and quantity              |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Garnish and present the dish to meet requirements                        |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Make sure the dish is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Safely store any cooked offal not for immediate use                      |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FC6/10: Prepare and cook basic offal dishes**

**What you must cover**

*(Assessor to record range with reference to element requirements)*

| Practical                    | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Offal</b>              |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Liver                     |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Kidney                    |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Sweetbread                |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Cooking by</b>         |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Grilling                  |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Griddling                 |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Shallow frying            |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Boiling                   |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Braising                  |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Poaching                  |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Combining cooking methods |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Baking                    |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Steaming                  |                  |                     |      |                  |                     |      |                  |                     |      |
| j) Bain-marie'               |                  |                     |      |                  |                     |      |                  |                     |      |
| k) Sautéing                  |                  |                     |      |                  |                     |      |                  |                     |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Unit 20:

## Cook and finish basic vegetable dishes

Unit code: 2FC7/10

Unit credit: 4

SCQF Unit level: 5

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### Introduction

This unit is about cooking and finishing basic vegetable dishes, for example:

- vegetable curry
- roasted vegetables
- stuffed vegetables
- vegetable lasagne
- spring rolls
- samosas
- pakora(s).

The vegetables covered by the unit are:

- roots
- bulbs
- flower heads
- fungi
- seeds and pods
- tubers
- leaves
- stems
- vegetable fruits.

The cooking techniques covered include:

- blanching
- boiling
- roasting
- baking
- grilling
- braising
- frying (deep, shallow and stir)

- steaming
- stewing
- combining cooking methods.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| <p>For the whole unit</p> <p>K1 How to check the vegetables meet dish requirements</p> <p>K2 What quality points to look for in vegetables: roots, tubers, bulbs, flower heads, fungi, seeds and pods, leaves, stems, vegetable fruits</p> <p>K3 What you should do if there are problems with the vegetables or other ingredients</p> <p>K4 The correct tools and equipment needed to carry out the relevant cooking methods: blanching, boiling, roasting, baking, grilling, braising, frying (deep, shallow and stir), steaming, stewing, combining cooking methods</p> <p>K5 How to carry out the following cooking methods according to dish requirements: blanching, boiling, roasting, baking, grilling, braising, frying (deep, shallow and stir), steaming, stewing, combining cooking methods</p> <p>K6 The correct temperatures for cooking vegetables: roots, tubers, bulbs, flower heads, fungi, seeds and pods, tubers, leaves, stems, vegetable fruits</p> <p>K7 The difference between cooking green vegetables and root vegetables</p> <p>K8 How to maintain the nutritional value of vegetables during cooking</p> <p>K9 The main reasons for blanching vegetables</p> <p>K10 Which vegetables are suitable for high- and low-pressure steaming</p> <p>K11 How to finish vegetable dishes</p> <p>K12 The correct temperatures for holding and serving vegetable dishes</p> <p>K13 Healthy eating options when cooking and finishing vegetable dishes</p> |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FC7/10

### Cook and finish basic vegetable dishes

#### What you must cover

##### **C1 Vegetables** (at least **eight** from)

- a) Roots
- b) Tubers
- c) Bulbs
- d) Flower heads
- e) Fungi
- f) Seeds and pods
- g) Leaves
- h) Stems
- i) Vegetable fruits

##### **C2 Cooking by** (at least **six** from which must include **one** from frying)

- a) Blanching
- b) Boiling
- c) Roasting
- d) Baking
- e) Grilling
- f) Braising
- g) Frying (deep, shallow and stir)
- h) Steaming
- i) Stewing
- j) Combining cooking methods



## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:  |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the vegetables meet dish requirements                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Combine the vegetables with other ingredients                                |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Cook the vegetables to meet the requirements of the dish                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 5 Make sure the dish has the correct flavour, colour, consistency and quantity |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b> | <b>Type of evidence</b>  | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|------------------|--|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 6                | Finish the dish to meet requirements                                     |                            |             |                         |                            |             |                         |                            |             |
| 7                | Make sure the dish is at the correct temperature for holding and serving |                            |             |                         |                            |             |                         |                            |             |
| 8                | Safely store any cooked vegetables not for immediate use                 |                            |             |                         |                            |             |                         |                            |             |

**Element 2FC7/10: Cook and finish basic vegetable dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical            | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|----------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Vegetables</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Roots             |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Tubers            |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Bulbs             |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Flower heads      |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Fungi             |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Seeds and pods    |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Leaves            |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Stems             |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Vegetable fruits  |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Cooking by</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Blanching         |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Boiling           |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Roasting          |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Baking            |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Grilling          |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Braising          |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2FC7/10: Cook and finish basic vegetable dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                          | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|------------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| g) Frying (deep, shallow and stir) |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Steaming                        |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Stewing                         |                  |                     |      |                  |                     |      |                  |                     |      |
| j) Combining cooking methods       |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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## **Unit 21:**

## **Cook-chill food**

**Unit code:** 2PR5

**Unit credit:** 3

**SCQF Unit level:** 5

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### **Introduction**

This unit is about portioning and packing food; sealing and labelling blast-chilled food correctly; whilst monitoring and recording its temperature. The unit also covers storing cook-chill food correctly, stock rotation procedures and maintaining accurate records.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For Element 2PR5.1  |                  |      |
| K1 Why time and temperature is important when preparing cook-chill food             |                  |      |
| K2 Why food containers must be sealed and labelled correctly before storage         |                  |      |
| K3 Why portions must be controlled when filling packages                            |                  |      |
| K4 What quality points to look for when portioning, packing and blast-chilling food |                  |      |
| For Element 2PR5.2  |                  |      |
| K5 Why it is important to monitor and record food temperatures regularly            |                  |      |
| K6 Why stock rotation procedures must be followed                                   |                  |      |
| K7 Why time and temperature are important when storing cook-chill food              |                  |      |
| K8 Why storage areas should be secured from unauthorised access                     |                  |      |



**Additional evidence (if applicable):**

|                    |  |  |
|--------------------|--|--|
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| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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## Element 2PR5.1

### Portion, pack and blast-chill food

#### What you must cover

##### **C1 Food** (at least **four** from)

- a) Meat dishes
- b) Poultry dishes
- c) Joints/whole birds
- d) Vegetables/fruits
- e) Vegetable dishes
- f) Fish dishes
- g) Sauces/soups
- h) Egg dishes
- i) Pasta dishes
- j) Desserts

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                                    |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Make sure the food is of the correct type, quality and quantity required |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Deal correctly with any food that does not meet requirements             |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Correctly portion, pack and cover food                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Blast-chill food and correctly seal and label it                         |                  |                     |      |                  |                     |      |                  |                     |      |
| 5 Transport containers to the appropriate storage areas                    |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 6 Handle containers correctly during transportation and ensure that they remain undamaged |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Monitor and record food temperatures accurately   |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2PR5.1: Portion, pack and blast-chill food**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical             | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|-----------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Food</b>        |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Meat dishes        |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Poultry dishes     |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Joints/whole birds |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Vegetables/fruits  |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Vegetable dishes   |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Fish dishes        |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Sauces/soups       |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Egg dishes         |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Pasta dishes       |                  |                     |      |                  |                     |      |                  |                     |      |
| j) Desserts           |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    |  |  |

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## Element 2PR5.2

### Store cook-chill food

#### What you must cover

##### **C2 Problems (None from)**

- a) Problems with equipment
- b) Problems with food

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 8 Store cook-chill items under the correct conditions                           |                  |                     |      |                  |                     |      |                  |                     |      |
| 9 Follow stock rotation procedures correctly and use stock in date order        |                  |                     |      |                  |                     |      |                  |                     |      |
| 10 Maintain accurate records of food items that are received, stored and issued |                  |                     |      |                  |                     |      |                  |                     |      |
| 11 Handle food items so that they remain undamaged                              |                  |                     |      |                  |                     |      |                  |                     |      |
| 12 Monitor and record food temperatures accurately                              |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 13 Secure storage areas against unauthorised access  |                         |                            |             |                         |                            |             |                         |                            |             |
| 14 Report any problems that you identify with the storage of cooking items promptly to the proper person |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2PR5.2: Store cook-chill food**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>           | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|----------------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C2 Problems</b>         |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Problems with equipment |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Problems with food      |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## **Unit 22:**

## **Cook-freeze food**

**Unit code:** 2PR6

**Unit credit:** 3

**SCQF Unit level:** 5

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### **Introduction**

This unit is about portioning and packing food; and sealing and labelling cook-freeze food correctly. It also covers storing cook-freeze food correctly, stock rotation procedures and maintaining accurate records.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For Element 2PR6.1  |                  |      |
| K1 Why time and temperature are important when preparing cook-freeze food   |                  |      |
| K2 Why food containers must be sealed and labelled correctly before storage |                  |      |
| K3 Why portions must be controlled when filling packages                    |                  |      |
| For Element 2PR6.2  |                  |      |
| K4 Why it is important to monitor and record food temperatures regularly    |                  |      |
| K5 Why time and temperature are important when storing cook-freeze food     |                  |      |
| K6 Why stock rotation procedures must be followed                           |                  |      |
| K7 Why storage areas should be secured from unauthorised access             |                  |      |



**Additional evidence (if applicable):**

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|--|--|--|
|  | <p><b>O = direct observation of the learner's performance by their assessor</b></p> <p><b>Q&amp;A = outcomes from oral or written questioning</b></p> <p><b>P = products of the learner's work</b></p> <p><b>RA = personal statements and/or reflective accounts</b></p> <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>PD = professional discussion</b></p> <p><b>A = assignment, project/case studies</b></p> <p><b>WT = authentic statements/witness testimony</b></p> <p><b>EPW = expert witness testimony</b></p> <p><b>RPL = evidence of recognition of prior learning</b></p> |
|--|--|--|

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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2PR6.1

### Portion, pack and blast-freeze food

#### What you must cover

##### **C1 Food** (at least **four** from)

- a) Meat dishes
- b) Poultry dishes
- c) Joints/whole birds
- d) Vegetables/fruits
- e) Vegetable dishes
- f) Fish dishes
- g) Sauces/soups
- h) Egg dishes
- i) Desserts

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Make sure the food is of the correct type, quality and quantity required        |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Deal correctly with any problems that you identify with the quality of the food |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Portion, pack and cover food correctly  |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Blast-freeze food, seal and label it correctly                                  |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Transport containers to the appropriate storage area             |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Handle containers correctly, ensuring that they remain undamaged |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Monitor and record food temperatures accurately                  |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2PR6.1: Portion, pack and blast-freeze food**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>      | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|-----------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C1 Food</b>        |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Meat dishes        |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Poultry dishes     |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Joints/whole birds |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Vegetables/fruits  |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Vegetable dishes   |                         |                            |             |                         |                            |             |                         |                            |             |
| f) Fish dishes        |                         |                            |             |                         |                            |             |                         |                            |             |
| g) Sauces/soups       |                         |                            |             |                         |                            |             |                         |                            |             |
| h) Egg dishes         |                         |                            |             |                         |                            |             |                         |                            |             |
| i) Desserts           |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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|                    |  |  |

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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Element 2PR6.2**

### **Store cook-freeze food**

#### **What you must cover**

##### **C2 Problems (None from)**

- a) Problems with equipment
- b) Problems with food

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:  |                  |                     |      |                  |                     |      |                  |                     |      |
| 8 Follow stock rotation procedures and use stock accordingly                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 9 Maintain accurate records of food items that are received, stored and issued |                  |                     |      |                  |                     |      |                  |                     |      |
| 10 Handle food items with care so that they remain undamaged                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 11 Monitor and accurately record food temperatures                             |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 12 Secure storage areas against unauthorised access  |                         |                            |             |                         |                            |             |                         |                            |             |
| 13 Identify any problems with the storage of cook-freeze items and report them to the proper person. |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2PR6.2: Store cook-freeze food**

**What you must cover:**  
*element requirements* (Assessor to record range with reference to)

| <b>Practical</b>           | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|----------------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C2 Problems</b>         |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Problems with equipment |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Problems with food      |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|--------------------|--|--|
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|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## **Unit 23: Prepare, cook and finish basic hot sauces**

**Unit code:** 2FPC1/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing, cooking and finishing basic hot sauces, for example:

- thickened gravy (jus lié)
- roast gravy (jus rôti)
- curry gravy
- white sauce (béchamel)
- brown sauce (espagnole)
- velouté (end product and as base for other sauce)
- purée.

The preparation, cooking and finishing techniques covered include:

- weighing/measuring
- chopping
- simmering
- boiling
- 'make roux'
- passing/straining/blending
- skimming
- whisking
- adding cream.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| <p>For the whole unit</p> <p>K1 Safe and correct use of alcohol in sauces and why it is used</p> <p>K2 How to check the ingredients meet dish requirements</p> <p>K3 What quality points to look for in sauce ingredients</p> <p>K4 What you should do if there are problems with the ingredients</p> <p>K5 The correct techniques, tools and equipment to carry out the following preparation, cooking and finishing methods: weighing/measuring, chopping, simmering, boiling, 'make roux', passing/straining/blending, skimming, whisking, adding cream, adding thickening agents, purée, reducing</p> <p>K6 How to carry out the following methods according to dish requirements: weighing/measuring, chopping, simmering, boiling, 'make roux', passing/straining/blending, skimming, whisking, adding cream, adding thickening agents, purée, reducing</p> <p>K7 Why it is important to use the correct tools, equipment and techniques</p> <p>K8 The correct temperatures for cooking sauces</p> <p>K9 How to identify when sauces have the correct flavour, colour, texture, consistency and finish</p> <p>K10 How to present cooked sauces</p> <p>K11 The correct temperatures for holding and storing sauces</p> <p>K12 Healthy eating options when making hot sauces</p> |                  |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC1/10

Prepare, cook and finish basic hot sauces

### What you must cover

#### **C1 Preparation, cooking and finishing methods** (at least **six** from)

- a) Weighing/measuring
- b) Chopping
- c) Simmering
- d) Boiling
- e) 'Make roux'
- f) Passing/straining/blending
- g) Skimming
- h) Whisking
- i) Adding cream
- j) Adding thickening agents
- k) Purée
- l) Reducing

#### **C2 Sauces** (at least **three** from)

- a) White sauce (béchamel)
- b) Brown sauce (espagnola)
- c) Veloute
- d) Gravy sauce (eg jus lie, jus roti)
- e) Spiced based sauce (eg curry gravy)
- f) puree

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the ingredients to make sure that they meet dish requirements                 |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly  |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare, cook and finish the sauce to meet requirements                             |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the sauce has the correct flavour colour, texture, consistency and finish |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Present the sauce to meet requirements                                    |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Make sure the sauce is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Safely store any cooked sauce not for immediate use                       |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC1/10: Prepare, cook and finish basic hot sauces**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical  | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Preparation, cooking and finishing methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Weighing/measuring                                |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Chopping  |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Simmering   |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Boiling   |                  |                     |      |                  |                     |      |                  |                     |      |
| e) 'Make roux'                                       |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Passing/straining/blending                        |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Skimming  |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Whisking  |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Adding cream                                      |                  |                     |      |                  |                     |      |                  |                     |      |
| j) Adding thickening agents                          |                  |                     |      |                  |                     |      |                  |                     |      |
| k) Purée   |                  |                     |      |                  |                     |      |                  |                     |      |
| l) Reducing  |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2FPC1/10: Prepare, cook and finish basic hot sauces**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                              | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C2 Sauces</b>                       |                  |                     |      |                  |                     |      |                  |                     |      |
| a) White sauce (béchamel)              |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Brown sauce (espagnola)             |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Veloute                             |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Gravy sauce (eg jus lie, jus roti)  |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Spiced based sauce (eg curry gravy) |                  |                     |      |                  |                     |      |                  |                     |      |
| f) puree                               |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 24: Prepare, cook and finish basic soups**

|                         |          |
|-------------------------|----------|
| <b>Unit code:</b>       | 2FPC2/10 |
| <b>Unit credit:</b>     | 4        |
| <b>SCQF Unit level:</b> | 5        |

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### **Introduction**

This unit is about preparing, cooking and finishing basic soups, for example:

- purée
- cream
- broth/potage.

The preparation, cooking and finishing techniques covered include:

- weighing/measuring
- chopping
- simmering
- boiling
- passing/straining
- blending/liquidising
- sweating vegetable ingredients
- skimming
- adding cream
- garnishing.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| <p>K1 How to check that the ingredients meet dish requirements</p> <p>K2 What quality points to look for in soup ingredients</p> <p>K3 What you should do if there are problems with the ingredients</p> <p>K4 The correct tools and equipment to carry out the following preparation, cooking and finishing methods: weighing, measuring, chopping, simmering, boiling, passing and straining, blending/liquidising, sweating vegetable ingredients, skimming, adding cream, garnishing</p> <p>K5 How to carry out the following methods according to dish requirements: weighing/measuring, chopping, simmering, boiling, 'make roux', passing/straining, blending/liquidising, sweating vegetable ingredients, skimming, adding cream, garnishing</p> <p>K6 Why it is important to use the correct tools, equipment and techniques</p> <p>K7 The correct temperatures for cooking soups</p> <p>K8 How to identify when soups have the correct colour, flavour, consistency and quantity</p> <p>K9 How to finish and present cooked soups</p> <p>K10 The correct temperatures for holding and storing soups</p> <p>K11 Healthy eating options when making soups</p> |                  |      |

**Additional evidence (if applicable):**

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|--|--|--|
|  | <p><b>O = direct observation of the learner's performance by their assessor</b></p> <p><b>Q&amp;A = outcomes from oral or written questioning</b></p> <p><b>P = products of the learner's work</b></p> <p><b>RA = personal statements and/or reflective accounts</b></p> <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>PD = professional discussion</b></p> <p><b>A = assignment, project/case studies</b></p> <p><b>WT = authentic statements/witness testimony</b></p> <p><b>EPW = expert witness testimony</b></p> <p><b>RPL = evidence of recognition of prior learning</b></p> |
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC2/10

Prepare, cook and finish basic soups

### What you must cover

#### **C1 Preparation and cooking methods** (at least **seven** from)

- a) Weighing/measuring
- b) Chopping
- c) Simmering
- d) Boiling
- e) Passing/straining
- f) Blending/liquidising
- g) Sweating vegetable ingredients
- h) Skimming
- i) Adding cream
- j) Garnishing

#### **C2 Soups** (at least **three** from)

- a) broth
- b) cream
- c) puree
- d) clear

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:  |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the ingredients meet dish requirements                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare, cook and finish the soup to meet requirements                       |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the soup has the correct flavour, colour, consistency and quantity |                  |                     |      |                  |                     |      |                  |                     |      |
| 5 Present the soup to meet requirements  |                  |                     |      |                  |                     |      |                  |                     |      |



| <b>Practical</b> | <b>Type of evidence</b>  | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|------------------|--|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 6                | Make sure the dish is at the correct temperature for holding and serving |                            |             |                         |                            |             |                         |                            |             |
| 7                | Safely store any cooked soup not for immediate use                       |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC2/10: Prepare, cook and finish basic soups**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>                          | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C1 Preparation and cooking methods</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Weighing/measuring                     |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Chopping                               |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Simmering                              |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Boiling                                |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Passing/straining                      |                         |                            |             |                         |                            |             |                         |                            |             |
| f) Blending/liquidising                   |                         |                            |             |                         |                            |             |                         |                            |             |
| g) Sweating vegetable ingredients         |                         |                            |             |                         |                            |             |                         |                            |             |
| h) Skimming                               |                         |                            |             |                         |                            |             |                         |                            |             |
| i) Adding cream                           |                         |                            |             |                         |                            |             |                         |                            |             |
| j) Garnishing                             |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C2 Soups</b>                           |                         |                            |             |                         |                            |             |                         |                            |             |
| a) broth                                  |                         |                            |             |                         |                            |             |                         |                            |             |
| b) cream                                  |                         |                            |             |                         |                            |             |                         |                            |             |
| c) puree                                  |                         |                            |             |                         |                            |             |                         |                            |             |
| d) clear                                  |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## **Unit 25:**

## **Make basic stocks**

**Unit code:** 2FPC3/10

**Unit credit:** 3

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing and cooking basic stocks, for example:

- vegetable
- chicken
- fish
- game
- beef.

The preparation and cooking techniques covered include:

- weighing/measuring
- browning/roasting
- simmering
- boiling
- skimming
- straining.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge          | Type of evidence | Date |
|--------------------|------------------|------|
| For the whole unit |                  |      |
| K1                 |                  |      |
| K2                 |                  |      |
| K3                 |                  |      |
| K4                 |                  |      |
| K5                 |                  |      |
| K6                 |                  |      |
| K7                 |                  |      |
| K8                 |                  |      |
| K9                 |                  |      |
| K10                |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Element 2FPC3/10

Make basic stocks

### What you must cover

**C1 Preparation and cooking methods** (at least **five** from)

- a) Weighing/measuring
- b) Browning/roasting
- c) Simmering
- d) Boiling
- e) Skimming
- f) Straining

**C2 Stocks** (at least **three** from)

- a) vegetable
- b) chicken
- c) fish
- d) game
- e) beef

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                            |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the ingredients meets requirements                         |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare and cook the stock to meet requirements                  |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the stock has the correct flavour, colour and quantity |                  |                     |      |                  |                     |      |                  |                     |      |
| 5 Present the stock to meet requirements                           |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 6 Make sure the stock is at the correct temperature for holding |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Safely store any cooked stock not for immediate use           |                         |                            |             |                         |                            |             |                         |                            |             |

## Element 2FPC3/10: Make basic stocks

### What you must cover:

*(Assessor to record range with reference to element requirements)*

| Practical                                 | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Preparation and cooking methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Weighing/measuring                     |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Browning/roasting                      |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Simmering                              |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Boiling                                |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Skimming                               |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Straining                              |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Stocks</b>                          |                  |                     |      |                  |                     |      |                  |                     |      |
| a) vegetable                              |                  |                     |      |                  |                     |      |                  |                     |      |
| b) chicken                                |                  |                     |      |                  |                     |      |                  |                     |      |
| c) fish                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| d) game                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| e) beef                                   |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Unit 26:

## Prepare, cook and finish basic rice dishes

|                  |          |
|------------------|----------|
| Unit code:       | 2FPC4/10 |
| Unit credit:     | 4        |
| SCQF Unit level: | 5        |

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### Introduction

This unit is about cooking and finishing basic rice dishes, for example:

- egg fried rice
- risotto
- pilaff/pilau
- kedgerree
- stir fry
- dolmades
- rice pudding.

The types of rice covered are:

- long
- short
- round
- brown.

The preparation and cooking techniques covered include:

- washing/soaking
- boiling
- frying
- braising
- steaming
- stewing
- baking
- microwaving.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| <p>K1 How to make sure that the rice and other ingredients meet dish requirements</p> <p>K2 What quality points to look for in rice: long, short, round and brown</p> <p>K3 What you should do if there are problems with the rice and other ingredients</p> <p>K4 The correct tools and equipment to carry out the following preparation and cooking methods: washing/soaking, boiling, frying, braising, steaming, stewing, baking, microwaving</p> <p>K5 How to carry out the following cooking methods according to dish requirements: washing/soaking, boiling, frying, braising, steaming, stewing, baking, microwaving</p> <p>K6 Why it is important to use the correct tools, equipment and techniques</p> <p>K7 How to identify when rice dishes have the correct colour, flavour, texture and quantity</p> <p>K8 The correct temperatures for holding and serving rice dishes</p> <p>K9 How to store cooked rice dishes</p> <p>K10 Healthy eating options when making rice dishes</p> |                  |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC4/10

Prepare, cook and finish basic rice dishes

### What you must cover

**C1 Rice** (at least **three** from)

- a) Long
- b) Short
- c) Round
- d) Brown

**C2 Preparation and cooking methods** (at least **five** from)

- a) Washing/soaking
- b) Boiling
- c) Frying
- d) Braising
- e) Steaming
- f) Stewing
- g) Baking
- h) Microwaving

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical                               | Type of evidence  | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|---|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must: |   |                     |      |                  |                     |      |                  |                     |      |
| 1                                       | Check the rice and other ingredients meet dish requirements               |                     |      |                  |                     |      |                  |                     |      |
| 2                                       | Choose and use tools and equipment correctly                              |                     |      |                  |                     |      |                  |                     |      |
| 3                                       | Prepare and cook the rice and other ingredients to meet dish requirements |                     |      |                  |                     |      |                  |                     |      |
| 4                                       | Strain and mould the rice as required                                     |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Make sure the rice dish has the correct flavour, colour, texture and quantity |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Present the rice dish to meet requirements                                    |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Make sure the rice dish is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Safely store any cooked rice dishes not for immediate use                     |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC4/10: Prepare, cook and finish basic rice dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                          | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|------------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| C1 Rice                            |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Long                            |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Short                           |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Round                           |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Brown                           |                  |                     |      |                  |                     |      |                  |                     |      |
| C2 Preparation and cooking methods |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Washing/soaking                 |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Boiling                         |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Frying                          |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Braising                        |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Steaming                        |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Stewing                         |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Baking                          |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Microwaving                     |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Unit 27:

## Prepare, cook and finish basic pasta dishes

|                  |          |
|------------------|----------|
| Unit code:       | 2FPC5/10 |
| Unit credit:     | 4        |
| SCQF Unit level: | 5        |

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### Introduction

This unit is about preparing, cooking and finishing basic pasta dishes, for example:

- lasagne
- macaroni cheese
- cannelloni
- spaghetti bolognaise
- vegetarian alternatives to these dishes.

The types of pasta covered are:

- shaped pasta
- flat pasta
- dried pasta
- fresh pasta
- stuffed pasta
- lasagne.

The preparation and cooking techniques covered include:

- blanching
- straining
- mixing
- boiling
- baking
- combining cooking methods.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| <p>For the whole unit</p> <p>K1 Why it is important to know the ingredients in the pasta dish</p> <p>K2 How to check the pasta and other ingredients meet dish requirements</p> <p>K3 What quality points to look for in pasta and other ingredients used in the dish</p> <p>K4 What you should do if there are problems with the pasta and other ingredients used in the dish</p> <p>K5 The correct tools and equipment for the following preparation and cooking methods: blanching, straining, mixing, boiling, baking, combining cooking methods</p> <p>K6 How to carry out the following preparation and cooking methods: blanching, straining, mixing, boiling, baking, combining cooking methods</p> <p>K7 Why it is important to use the correct tools, equipment and techniques</p> <p>K8 How to identify when pasta dishes have the correct colour, flavour, texture and quantity</p> <p>K9 The correct temperatures for holding and serving pasta dishes</p> <p>K10 How to store cooked pasta dishes</p> <p>K11 Healthy eating options when making pasta dishes</p> |                  |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
| <p><b>Column key:</b></p> | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
|                           | <p><b>P = products of the learner's work</b></p>                                      | <p><b>WT = authentic statements/witness testimony</b></p>     |
|                           | <p><b>RA = personal statements and/or reflective accounts</b></p>                     | <p><b>EPW = expert witness testimony</b></p>                  |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC5/10

Prepare, cook and finish basic pasta dishes

### What you must cover

#### **C1 Pasta** (at least **three** from)

- a) Stuffed pasta
- b) Shaped pasta
- c) Lasagne
- d) Dried pasta
- e) Fresh pasta

#### **C2 Preparation and cooking methods** (at least **four** from)

- a) Blanching
- b) Straining
- c) Mixing
- d) Boiling
- e) Baking
- f) Combining cooking methods

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:  |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the pasta and other ingredients meet dish requirements                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare and cook the pasta and other ingredients to meet dish requirements     |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the pasta dish has the correct flavour, colour, texture and quantity |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Present and garnish the pasta dish to meet requirements                        |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Make sure the pasta dish is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Safely store any cooked pasta dishes not for immediate use                     |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC5/10: Prepare, cook and finish basic pasta dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                                 | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Pasta</b>                           |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Stuffed pasta                          |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Shaped pasta                           |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Lasagne                                |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Dried pasta                            |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Fresh pasta                            |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Preparation and cooking methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Blanching                              |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Straining                              |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Mixing                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Boiling                                |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Baking                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Combining cooking methods              |                  |                     |      |                  |                     |      |                  |                     |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
| <b>Column key:</b> | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Unit 28:

## Prepare, cook and finish basic pulse dishes

|                  |          |
|------------------|----------|
| Unit code:       | 2FPC6/10 |
| Unit credit:     | 4        |
| SCQF Unit level: | 5        |

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### Introduction

This unit is about preparing, cooking and finishing basic pulse dishes, for example:

- falafel
- hummus
- bean goulash
- bean rissoles
- lentil fritters or loaves.

The pulses covered are:

- beans
- peas
- lentils.

The preparation and cooking techniques covered include:

- soaking/washing
- boiling
- braising
- steaming
- deep frying
- stewing.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge          | Type of evidence   | Date |
|--------------------|--|------|
| For the whole unit |  |      |
| K1                 | How to check the pulses and other ingredients meet dish requirements   |      |
| K2                 | What quality points to look for in pulses: beans, peas and lentils   |      |
| K3                 | What you should do if there are problems with the pulse and other ingredients  |      |
| K4                 | The correct tools and equipment to carry out the following preparation and cooking methods: soaking, washing, boiling, braising, steaming, deep frying, stewing, purée, baking |      |
| K5                 | How to carry out the following cooking methods according to dish requirements: soaking, washing, boiling, braising, steaming, deep frying, stewing, purée, baking              |      |
| K6                 | Why it is important to use the correct tools, equipment and techniques   |      |
| K7                 | How to identify when pulse dishes have the correct colour, flavour, texture and quantity   |      |
| K8                 | The correct temperatures for holding and serving pulse dishes  |      |
| K9                 | How to store cooked pulse dishes   |      |
| K10                | Healthy eating options when making pulse dishes  |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
| <p><b>Column key:</b></p> | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
|                           | <p><b>P = products of the learner's work</b></p>                                      | <p><b>WT = authentic statements/ witness testimony</b></p>    |
|                           | <p><b>RA = personal statements and/or reflective accounts</b></p>                     | <p><b>EPW = expert witness testimony</b></p>                  |
|                           | <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>RPL = evidence of recognition of prior learning</b></p> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC6/10

Prepare, cook and finish basic pulse dishes

### What you must cover

**C1 Pulses** (at least **two** from)

- a) Beans
- b) Peas
- c) Lentils

**C2 Preparation and cooking methods** (at least **four** from)

- a) Washing/soaking
- b) Boiling
- c) Braising
- d) Steaming
- e) Purée
- f) Deep frying
- g) Stewing
- h) Baking
- i) Combining with other ingredients

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical                               | Type of evidence  | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|---|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must: |   |                     |      |                  |                     |      |                  |                     |      |
| 1                                       | Check the pulses and other ingredients meet dish requirements               |                     |      |                  |                     |      |                  |                     |      |
| 2                                       | Choose and use tools and equipment correctly                                |                     |      |                  |                     |      |                  |                     |      |
| 3                                       | Prepare and cook the pulses and other ingredients to meet dish requirements |                     |      |                  |                     |      |                  |                     |      |
| 4                                       | Strain the pulses as required   |                     |      |                  |                     |      |                  |                     |      |



| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Make sure the pulse dish has the correct flavour, colour, texture and quantity |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Present the pulse dish to meet requirements                                    |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Make sure the pulse dish is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Safely store any cooked pulse dishes not for immediate use                     |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC6/10: Prepare, cook and finish basic pulse dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                                 | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Pulses</b>                          |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Beans                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Peas                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Lentils                                |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Preparation and cooking methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Washing/soaking                        |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Boiling                                |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Braising                               |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Steaming                               |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Purée                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Deep frying                            |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Stewing                                |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Baking                                 |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Unit 29:

## Prepare, cook and finish basic vegetable protein dishes

|                  |          |
|------------------|----------|
| Unit code:       | 2FPC7/10 |
| Unit credit:     | 4        |
| SCQF Unit level: | 5        |

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### Introduction

This unit is about preparing, cooking and finishing basic vegetable protein dishes, for example:

- chilli
- sweet and sour dishes
- quorn and mash pie
- spaghetti bolognaise
- cottage pie.

The vegetable proteins covered are:

- soya
- quorn
- seitan
- tofu — both firm and soft.

The preparation and cooking techniques covered include:

- soaking
- washing
- boiling
- braising
- steaming
- deep frying
- stewing
- straining
- roasting
- baking
- frying
- sautéing.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| For the whole unit   |                  |      |
| <p>K1 The advantages of using vegetable protein for some customers</p> <p>K2 How to check vegetable protein and other ingredients meet dish requirements</p> <p>K3 What you should do if there are problems with the vegetable protein and other ingredients</p> <p>K4 What quality points to look for in vegetable protein: soya, quorn, seitan, and both soft and firm tofu</p> <p>K5 The correct tools and equipment to carry out the following preparation methods: soaking, washing, straining</p> <p>K6 How to carry out the following cooking methods according to dish requirements: boiling, braising, steaming, deep frying, stewing, roasting, baking, frying, sautéing</p> <p>K7 Why it is important to use the correct tools, equipment and techniques</p> <p>K8 How to identify when vegetable protein dishes have the correct colour, flavour, texture and quantity</p> <p>K9 Healthy eating options when making vegetable protein dishes</p> |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Element 2FPC7/10

Prepare, cook and finish basic vegetable protein dishes

### What you must cover

**C1 Vegetable protein** (at least **three** from)

- a) Soya
- b) Quorn
- c) Seitan
- d) Firm tofu
- e) Soft tofu

**C2 Preparation and cooking methods** (at least **six** from)

- a) Soaking
- b) Washing
- c) Boiling
- d) Braising
- e) Steaming
- f) Deep frying
- g) Stewing
- h) Straining
- i) Roasting
- j) Baking
- k) Frying
- l) Sautéing

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:  |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the vegetable proteins and other ingredients meet dish requirements                  |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use the correct techniques, tools and equipment                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare and cook the vegetable proteins and other ingredients to meet requirements         |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the vegetable protein dish has the correct flavour, colour, texture and quantity |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Present the vegetable protein dish to meet requirements                                    |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Make sure the vegetable protein dish is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Safely store any cooked vegetable protein dishes not for immediate use                     |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC7/10: Prepare, cook and finish basic vegetable protein dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                                 | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Vegetable protein</b>               |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Soya                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Quorn                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Seitan                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Firm tofu                              |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Soft tofu                              |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Preparation and cooking methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Soaking                                |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Washing                                |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Boiling                                |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Braising                               |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Steaming                               |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Deep frying                            |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Stewing                                |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Straining                              |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Roasting                               |                  |                     |      |                  |                     |      |                  |                     |      |
| j) Baking                                 |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2FPC7/10: Prepare, cook and finish basic vegetable protein dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|-------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| k) Frying   |                  |                     |      |                  |                     |      |                  |                     |      |
| l) Sautéing |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_





## **Unit 30:**

## **Prepare, cook and finish basic egg dishes**

|                         |          |
|-------------------------|----------|
| <b>Unit code:</b>       | 2FPC8/10 |
| <b>Unit credit:</b>     | 3        |
| <b>SCQF Unit level:</b> | 5        |

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### **Introduction**

This unit is about preparing, cooking and finishing basic egg dishes, for example:

- scrambled eggs
- poached eggs
- omelettes
- Scotch eggs
- baked eggs
- sweet egg dishes.

The preparation and cooking techniques covered include:

- whisking
- boiling
- frying
- griddling
- poaching
- scrambling
- baking
- bain-marie.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| <p>For the whole unit</p> <p>K1 How to check the eggs and other ingredients meet dish requirements</p> <p>K2 What you should do if there are any problems with the eggs and other ingredients</p> <p>K3 The correct tools and equipment for the following preparation and cooking methods: whisking, boiling, frying, griddling, poaching, baking, scrambling, bain-marie</p> <p>K4 How to carry out the following cooking methods according to product requirements: whisking, boiling, frying, griddling, poaching, baking, scrambling, bain-marie</p> <p>K5 Why it is important to use the correct tools, equipment and techniques</p> <p>K6 How to identify when egg dishes have the correct colour, flavour, texture and quantity</p> <p>K7 How to finish basic egg dishes</p> <p>K8 The correct temperatures for holding and serving egg dishes</p> <p>K9 How to store cooked egg dishes</p> <p>K10 Healthy eating options when making egg dishes</p> |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner’s performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner’s work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
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|                    |  |  |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC8/10

### Prepare, cook and finish basic egg dishes

#### What you must cover

#### **C1 Preparation and cooking methods** (at least **five** from)

- a) Boiling
- b) Whisking
- c) Frying
- d) Griddling
- e) Poaching
- f) Baking
- g) Scrambling
- h) bain-marie

#### **C2 Basic egg dish** (omelette and poached egg **must** be observed)

- a) omelette
- b) poached eggs
- c) scrambled eggs
- d) scotch eggs
- e) baked eggs
- f) sweet egg dishes

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the eggs and other ingredients meet dish requirements               |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                              |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare and cook the eggs and other ingredients to meet dish requirements |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the egg dish has the correct colour, texture and quantity       |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Present and finish the egg dish to meet requirements                         |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Make sure the egg dish is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Safely store any cooked egg dishes not for immediate use                     |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC8/10: Prepare, cook and finish basic egg dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                                 | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Preparation and cooking methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Boiling                                |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Whisking                               |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Frying                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Griddling                              |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Poaching                               |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Baking                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Scrambling                             |                  |                     |      |                  |                     |      |                  |                     |      |
| h) bain-marie                             |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Basic egg dish</b>                  |                  |                     |      |                  |                     |      |                  |                     |      |
| a) omelette                               |                  |                     |      |                  |                     |      |                  |                     |      |
| b) poached eggs                           |                  |                     |      |                  |                     |      |                  |                     |      |
| c) scrambled eggs                         |                  |                     |      |                  |                     |      |                  |                     |      |
| d) scotch eggs                            |                  |                     |      |                  |                     |      |                  |                     |      |
| e) baked eggs                             |                  |                     |      |                  |                     |      |                  |                     |      |
| f) sweet egg dishes                       |                  |                     |      |                  |                     |      |                  |                     |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Unit 31:

## Prepare, cook and finish basic bread and dough products

|                  |          |
|------------------|----------|
| Unit code:       | 2FPC9/10 |
| Unit credit:     | 5        |
| SCQF Unit level: | 5        |

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### Introduction

This unit is about preparing, cooking and finishing basic bread and dough products, for example:

- enriched dough products, ie Chelsea buns, brioche
- bread, bread rolls
- naans
- pitta breads
- pizzas
- soda bread dough.

The preparation and cooking techniques covered include:

- weighing/measuring
- sieving
- mixing/kneading
- proving
- knocking back
- shaping
- baking
- frying.

The finishing methods covered include:

- glazing
- icing
- filling
- decorating.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| For the whole unit   |                  |      |
| <p>K1 How to make sure that the ingredients meet dish requirements</p> <p>K2 Quality points in ingredients for bread and dough products</p> <p>K3 What you should do if there are problems with the ingredients</p> <p>K4 The correct tools and equipment to carry out the following preparation and cooking methods: weighing/measuring, sieving, mixing/kneading, proving, knocking back, shaping, baking, frying</p> <p>K5 How to carry out the following cooking methods according to product requirements: weighing/measuring, sieving, mixing/kneading, proving, knocking back, shaping, baking, frying</p> <p>K6 Why it is important to use the correct tools, equipment and techniques</p> <p>K7 How to identify when bread and dough products have the correct colour, texture, and finish</p> <p>K8 How to carry out the following finishing methods: glazing, icing, filling, decorating</p> <p>K9 Correct temperatures and conditions for holding and serving bread and dough products</p> <p>K10 How to store bread and dough products</p> <p>K11 Healthy eating options when making bread and dough products</p> |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC9/10

Prepare, cook and finish basic bread and dough products

### What you must cover

#### **C1 Bread and dough products** (at least **two** from)

- a) Enriched dough
- b) Soda bread dough
- c) Bread dough
- d) Naan dough/pitta dough
- e) Pizza dough

#### **C2 Preparation and cooking methods** (at least **seven** from)

- a) Weighing/measuring
- b) Sieving
- c) Mixing/kneading
- d) Proving
- e) Knocking back
- f) Shaping
- g) Baking
- h) Frying

#### **C3 Finishing methods** (at least **one** from)

- a) Glazing
- b) Icing
- c) Filling
- d) Decorating

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:  |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the ingredients to make sure that they meet dish requirements              |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare and cook the ingredients to meet requirements                            |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the bread and dough product has the correct colour, texture and finish |                  |                     |      |                  |                     |      |                  |                     |      |



| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Present the bread and dough product to meet requirements                                    |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Make sure the bread and dough product is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Safely store any cooked bread and dough product not for immediate use                       |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC9/10: Prepare, cook and finish basic bread and dough products**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                                 | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Bread and dough products</b>        |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Enriched dough                         |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Soda bread dough                       |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Bread dough                            |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Naan dough/pitta dough                 |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Pizza dough                            |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Preparation and cooking methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Weighing/measuring                     |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Sieving                                |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Mixing/kneading                        |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Proving                                |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Knocking back                          |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Shaping                                |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Baking                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Frying                                 |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2FPC9/10: Prepare, cook and finish basic bread and dough products**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>            | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|-----------------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C3 Finishing methods</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Glazing                  |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Icing                    |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Filling                  |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Decorating               |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
| <b>Column key:</b> | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Unit 32:

## Prepare, cook and finish basic pastry products

|                  |           |
|------------------|-----------|
| Unit code:       | 2FPC10/10 |
| Unit credit:     | 5         |
| SCQF Unit level: | 5         |

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### Introduction

This unit is about preparing, cooking and finishing basic pastry products, for example:

- chocolate éclair
- apple tart
- savoury quiche
- apple turnover/pie
- jam roly-poly.

The preparation and cooking methods covered include:

- weighing/measuring
- sifting
- rubbing in
- creaming
- resting
- piping
- rolling
- laminating/folding
- cutting
- shaping
- trimming
- lining
- baking
- steaming
- combining cooking methods.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| For the whole unit   |                  |      |
| <p>K1 How to check the ingredients meet dish requirements</p> <p>K2 What you should do if there are problems with the ingredients</p> <p>K3 Why it is important to follow a recipe correctly when preparing pastry products</p> <p>K4 The correct tools and equipment to carry out the following preparation and cooking methods: weighing/measuring, sifting, rubbing in, creaming, resting, piping, rolling, lamination, folding, cutting, shaping, trimming, lining, baking, steaming, combining cooking methods</p> <p>K5 How to carry out the following preparation and cooking methods according to product requirements: weighing/measuring, sifting, rubbing in, creaming, resting, piping, rolling, lamination, folding, creaming, cutting, shaping, trimming, lining, baking, steaming, combining cooking methods</p> <p>K6 Why it is important to use the correct tools, equipment and techniques</p> <p>K7 How to identify when pastry products have the correct flavour, colour, texture and finish</p> <p>K8 How to store pastry products after preparation and cooking</p> <p>K9 Healthy eating options when making pastry products</p> |                  |      |



**Additional evidence (if applicable):**

|  |  |  |
|--|--|--|
|  | <p><b>O = direct observation of the learner's performance by their assessor</b></p> <p><b>Q&amp;A = outcomes from oral or written questioning</b></p> <p><b>P = products of the learner's work</b></p> <p><b>RA = personal statements and/or reflective accounts</b></p> <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>PD = professional discussion</b></p> <p><b>A = assignment, project/case studies</b></p> <p><b>WT = authentic statements/witness testimony</b></p> <p><b>EPW = expert witness testimony</b></p> <p><b>RPL = evidence of recognition of prior learning</b></p> |
|--|--|--|

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC10/10

Prepare, cook and finish basic pastry products

### What you must cover

#### **C1 Pastry** (at least **three** from)

- a) Short
- b) Sweet
- c) Suet
- d) Choux
- e) Puff
- f) Convenience

#### **C2 Preparation methods** (at least **six** from)

- a) Weighing/measuring
- b) Sifting
- c) Rubbing in
- d) Creaming
- e) Resting
- f) Piping
- g) Rolling
- h) Laminating/folding
- i) Cutting/shaping/trimming
- j) Lining

#### **C3 Cooking methods** (at least **one** from)

- a) Baking
- b) Steaming
- c) Combining cooking methods

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                          |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the ingredients meet dish requirements                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Check the ingredients to make sure they meet quality standards |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Choose and use the correct techniques, tools and equipment     |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Prepare and cook the ingredients to meet requirements          |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b> | <b>Type of evidence</b>  | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|------------------|--|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5                | Make sure the pastry has the correct flavour colour, texture and finish    |                            |             |                         |                            |             |                         |                            |             |
| 6                | Make sure the pastry is at the correct temperature for holding and serving |                            |             |                         |                            |             |                         |                            |             |
| 7                | Safely store any cooked pastry not for immediate use                       |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC10/10: Prepare, cook and finish basic pastry products**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>              | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|-------------------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C1 Pastry</b>              |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Short                      |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Sweet                      |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Suet                       |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Choux                      |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Puff                       |                         |                            |             |                         |                            |             |                         |                            |             |
| f) Convenience                |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C2 Preparation methods</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Weighing/measuring         |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Sifting                    |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Rubbing in                 |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Creaming                   |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Resting                    |                         |                            |             |                         |                            |             |                         |                            |             |
| f) Piping                     |                         |                            |             |                         |                            |             |                         |                            |             |
| g) Rolling                    |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC10/10: Prepare, cook and finish basic pastry products**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                    | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| h) Laminating/folding        |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Cutting/shaping/trimming  |                  |                     |      |                  |                     |      |                  |                     |      |
| j) Lining                    |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C3 Cooking methods</b>    |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Baking                    |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Steaming                  |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Combining cooking methods |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|--------------------|--|--|
| <b>Column key:</b> | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
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|                    |  |  |



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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



# **Unit 33: Prepare, cook and finish basic cakes, sponges, biscuits and scones**

|                         |           |
|-------------------------|-----------|
| <b>Unit code:</b>       | 2FPC11/10 |
| <b>Unit credit:</b>     | 5         |
| <b>SCQF Unit level:</b> | 6         |

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## **Introduction**

This unit is about preparing, cooking and finishing basic cakes, sponges and scones, for example:

- basic cakes and sponges
- basic scones
- biscuits.

The preparation, cooking and finishing techniques covered include:

- using ready mix
- weighing/measuring
- creaming/beating
- whisking
- folding
- rubbing in
- greasing
- glazing
- portioning
- piping
- shaping
- filling
- rolling
- lining
- trimming/icing
- spreading/smoothing
- kneading
- dusting/dredging/sprinkling
- mixing
- baking.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge          | Type of evidence | Date |
|--------------------|------------------|------|
| For the whole unit |                  |      |
| K1                 |                  |      |
| K2                 |                  |      |
| K3                 |                  |      |
| K4                 |                  |      |
| K5                 |                  |      |
| K6                 |                  |      |
| K7                 |                  |      |
| K8                 |                  |      |
| K9                 |                  |      |
| K10                |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC11/10

Prepare, cook and finish basic cakes, sponges, biscuits and scones

### What you must cover

#### **C1 Preparation, cooking and finishing methods** (at least **12** from)

- a) Using ready mix
- b) Weighing/measuring
- c) Creaming/beating
- d) Whisking
- e) Folding
- f) Rubbing in
- g) Greasing
- h) Glazing
- i) Portioning
- j) Piping
- k) Shaping
- l) Baking
- m) Filling
- n) Rolling
- o) Lining
- p) Trimming/icing
- q) Spreading/smoothing
- r) Kneading
- s) Dusting/dredging/sprinkling
- t) Mixing

#### **C2 Item (a range from all three must be achieved)**

- a) cakes and sponges (eg fruit cake, rock cakes, Victoria sponge, Swiss roll)
- b) scones
- c) biscuits (eg shortbread and sponge fingers)

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                                       |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the ingredients meet requirements                                     |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                                |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare, cook and finish the product to meet requirements                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the product has the correct flavour, colour, texture and quantity |                  |                     |      |                  |                     |      |                  |                     |      |
| 5 Present the product to meet requirements                                    |                  |                     |      |                  |                     |      |                  |                     |      |



| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 6 Make sure the product is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Safely store any cooked products not for immediate use                      |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC11/10: Prepare, cook and finish basic cakes, sponges, biscuits and scones**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical  | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Preparation, cooking and finishing methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Using ready mix                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Weighing/measuring                                |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Creaming/beating                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Whisking  |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Folding   |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Rubbing in  |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Greasing  |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Glazing   |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Portioning  |                  |                     |      |                  |                     |      |                  |                     |      |
| j) Piping  |                  |                     |      |                  |                     |      |                  |                     |      |
| k) Shaping   |                  |                     |      |                  |                     |      |                  |                     |      |
| l) Baking  |                  |                     |      |                  |                     |      |                  |                     |      |
| m) Filling   |                  |                     |      |                  |                     |      |                  |                     |      |
| n) Rolling   |                  |                     |      |                  |                     |      |                  |                     |      |
| o) Lining  |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2FPC11/10: Prepare, cook and finish basic cakes, sponges, biscuits and scones**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| p) Trimming/icing   |                  |                     |      |                  |                     |      |                  |                     |      |
| q) Spreading/smoothing  |                  |                     |      |                  |                     |      |                  |                     |      |
| r) Kneading   |                  |                     |      |                  |                     |      |                  |                     |      |
| s) Dusting/dredging/sprinkling  |                  |                     |      |                  |                     |      |                  |                     |      |
| t) Mixing   |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Item</b>  |                  |                     |      |                  |                     |      |                  |                     |      |
| a) cakes and sponges (eg fruit cake, rock cakes, Victoria sponge, Swiss roll) |                  |                     |      |                  |                     |      |                  |                     |      |
| b) scones   |                  |                     |      |                  |                     |      |                  |                     |      |
| c) biscuits (eg shortbread and sponge fingers)                                |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Unit 34:

## Prepare, cook and finish basic grain dishes

Unit code: 2FPC12/10

Unit credit: 4

SCQF Unit level: 5

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### Introduction

This unit is about preparing, cooking and finishing basic grain dishes, for example:

- grain salads
- buckwheat pancakes
- polenta dishes
- bulgar tabouleh
- cous cous side dishes
- crumble toppings (sweet or savoury) using oats
- quinoa salads, toppings.

The types of grain covered are:

- pearl and pot barley
- buckwheat
- corn/maize (polenta)
- oats
- round
- millet
- wheat — bulgar, semolina, cous cous
- quinoa.

The preparation and cooking techniques covered include:

- soaking
- boiling
- leaving covered
- baking.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| <p>K1 Other foods for which grains can be used as a substitute</p> <p>K2 How to check that grain and other ingredients meet dish requirements</p> <p>K3 What quality points to look for in grain: barley (pearl and pot), buckwheat, corn/maize (polenta), oats, millet, wheat (bulgar, semolina, cous cous, quinoa)</p> <p>K4 What you should do if there are problems with the grain and other ingredients</p> <p>K5 The correct tools and equipment to carry out the following preparation and cooking methods: soaking, boiling, straining and moulding, leaving covered, baking</p> <p>K6 How to carry out the following cooking methods according to dish requirements: soaking, boiling, straining and moulding, leaving covered, baking</p> <p>K7 Why it is important to use the correct tools, equipment and techniques</p> <p>K8 How to finish grain dishes according to dish requirements</p> <p>K9 How to identify when grain dishes have the correct colour, flavour, texture and quantity</p> <p>K10 The correct temperatures for holding and serving grain dishes</p> <p>K11 How to store cooked grain dishes</p> <p>K12 Healthy eating options when making grain dishes</p> |                  |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC12/10

### Prepare, cook and finish basic grain dishes

#### What you must cover

##### **C1 Pulses** (at least **four** from)

- a) Barley (pearl and pot)
- b) Buckwheat
- c) Corn/maize (polenta)
- d) Oats
- e) Millet
- f) Wheat (bulgar, semolina, cous cous)
- g) Quinoa

##### **C2 Preparation and cooking methods** (at least **three** from)

- a) Soaking
- b) Boiling
- c) Leaving covered
- d) Baking

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                                      |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the grain and other ingredients meet dish requirements               |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                               |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare and cook the grain and other ingredients to meet dish requirements |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Strain and mould the grain as required                                     |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Make sure the grain dish has the correct flavour, colour, texture and quantity |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Finish and present the grain dish to meet requirements                         |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Make sure the grain dish is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Safely store any cooked grain dishes not for immediate use                     |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC12/10: Prepare, cook and finish basic grain dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                                 | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Pulses</b>                          |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Barley (pearl and pot)                 |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Buckwheat                              |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Corn/maize (polenta)                   |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Oats                                   |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Millet                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Wheat (bulgar, semolina, cous cous)    |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Quinoa                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Preparation and cooking methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Soaking                                |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Boiling                                |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Leaving covered                        |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Baking                                 |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    |  |  |

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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 35: Produce healthier dishes**

**Unit code:** 2PR17

**Unit credit:** 3

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing, cooking and finishing dishes which use healthier ingredients and healthier preparation, cooking and finishing techniques.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| <p>For the whole unit</p> <p>K1 The concepts of a balanced diet and why this is important to good health</p> <p>K2 Current government guidelines for healthy eating</p> <p>K3 The types and combinations of ingredients that make up a healthy dish</p> <p>K4 The nutritional benefits of minimising the fat, sugar and salt content of dishes</p> <p>K5 The nutritional benefits of starchy foods, fruit, vegetables and pulses</p> <p>K6 How to read and interpret food labelling</p> <p>K7 How to select types, combinations and proportions of ingredients that will make up a healthy dish</p> <p>K8 Techniques you can use to prepare ingredients in a healthier way</p> <p>K9 Techniques you can use to cook the dish in a way that maximises its nutritional value</p> <p>K10 Healthier flavourings that can be used as alternatives to salt and sugar</p> <p>K11 Why it is important to present healthier dishes to customers in an attractive way and how to do so</p> <p>K12 Why it is important to provide the customer with their choice of sauces, dressing, toppings and condiments</p> <p>K13 Healthier types of sauces, dressings, toppings and condiments that the customer may wish to use as an alternative</p> |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2PR17

### Produce healthier dishes

#### What you must cover

##### **C1 Dish** (at least **four** from)

- a) Meat/poultry
- b) Fish
- c) Vegetables/fruit
- d) Eggs
- e) Pasta/rice/grain/pulses
- f) Soups/sauces
- g) Pastry
- h) Bread/dough
- i) Sponges/cakes/biscuits/scones

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the ingredients meet dish requirements  |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Prepare the ingredients in a way that minimises fat, salt and sugar content and maximises fibre content |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Cook the dish in a way that maximises its nutritional value   |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Use flavourings that minimise the use of salt or sugar  |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Present the dish in a way that will be attractive to the customer                              |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Allow the customer to choose what sauces, dressings, toppings or condiments to add to the dish |                         |                            |             |                         |                            |             |                         |                            |             |

## Element 2PR17: Produce healthier dishes

### What you must cover:

*(Assessor to record range with reference to element requirements)*

| Practical                        | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|----------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Dish</b>                   |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Meat/poultry                  |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Fish                          |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Vegetables/fruit              |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Eggs                          |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Pasta/rice/grain/pulses       |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Soups/sauces                  |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Pastry                        |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Bread/dough                   |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Sponges/cakes/biscuits/scones |                  |                     |      |                  |                     |      |                  |                     |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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## **Unit 36:**

## **Prepare, cook and finish basic cold and hot desserts**

**Unit code:** 2FPC14/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about cooking and finishing basic hot and cold desserts including:

- ice cream
- mousse
- egg-based desserts
- batter-based desserts
- sponge-based desserts
- fruit-based desserts.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| <b>Knowledge</b>  | <b>Type of evidence</b> | <b>Date</b> |
|---|-------------------------|-------------|
| For the whole unit  |                         |             |
| <p>K1 How to store raw ingredients prior to preparation and cooking</p> <p>K2 How to check ingredients meet requirements</p> <p>K3 What you should do if there are problems with the ingredients</p> <p>K4 Why time and temperature are important when preparing, cooking and finishing basic cold and hot desserts</p> <p>K5 What quality points to look for in basic cold and hot desserts</p> <p>K6 The correct tools and equipment to carry out the following preparation methods: slicing, creaming, folding, moulding, mixing, aeration, addition of flavours/colour, pureeing, combining, portioning, chilling</p> <p>K7 The correct tools and equipment to carry out the following cooking methods: boiling/poaching, stewing, baking, combination cooking, steaming, bain-marie, frying</p> <p>K8 How to correctly carry out the preparation and cooking methods above</p> <p>K9 Why it is important to use the correct tools, equipment and techniques</p> <p>K10 How to carry out the following finishing methods: filling, glazing, piping, garnishing</p> <p>K11 How to identify when cold and hot desserts have the correct colour, texture, finish and quantity</p> <p>K12 What types of problems may occur when preparing and cooking cold and hot desserts and how to correct them</p> <p>K13 Why it is important to store hot and cold desserts at the correct temperature</p> <p>K14 How to store prepared cold and hot desserts</p> <p>K15 Healthy eating options when making cold and hot desserts</p> |                         |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FCP14/10

Prepare, cook and finish basic cold and hot desserts

### What you must cover

#### **C1 Dessert** (at least **three** from)

- a) Ice cream
- b) Mousse
- c) Egg based
- d) Batter based
- e) Sponge based
- f) Fruit based
- g) Pastry based

#### **C2 Preparation methods** (at least **five** from)

- a) Slicing
- b) Creaming
- c) Folding
- d) Moulding
- e) Mixing
- f) Aeration
- g) Addition of flavours/colours
- h) Puréeing
- i) Combining
- j) Portioning
- k) Chilling

#### **C3 Cooking methods** (at least **two** from)

- a) Boiling/poaching
- b) Stewing
- c) Baking
- d) Combination cooking
- e) Steaming
- f) Bain-marie
- g) Frying

**C4 Finishing methods** (at least **one** from)

- a) Filling
- b) Glazing
- c) Piping
- d) Garnishing



## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                          |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the ingredients meet dish requirements                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Check the ingredients to make sure they meet quality standards |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Choose and use the correct techniques, tools and equipment     |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Prepare ingredients using the correct preparation methods      |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Cook ingredients using the correct cooking methods                          |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Make sure the dessert has the correct colour, flavour, texture and finish   |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Finish the dessert to meet requirements                                     |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Make sure the dessert is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 9 Safely store any prepared desserts not for immediate use                    |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC14/10: Prepare, cook and finish basic cold and hot desserts**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>                | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|---------------------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C1 Dessert:</b>              |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Ice cream                    |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Mousse                       |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Egg based                    |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Batter based                 |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Sponge based                 |                         |                            |             |                         |                            |             |                         |                            |             |
| f) Fruit based                  |                         |                            |             |                         |                            |             |                         |                            |             |
| g) Pastry based                 |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C2 Preparation methods:</b>  |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Slicing                      |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Creaming                     |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Folding                      |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Moulding                     |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Mixing                       |                         |                            |             |                         |                            |             |                         |                            |             |
| f) Aeration                     |                         |                            |             |                         |                            |             |                         |                            |             |
| g) Addition of flavours/colours |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC14/10: Prepare, cook and finish basic cold and hot desserts**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>             | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|------------------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| h) Puréeing                  |                         |                            |             |                         |                            |             |                         |                            |             |
| i) Combining                 |                         |                            |             |                         |                            |             |                         |                            |             |
| j) Portioning                |                         |                            |             |                         |                            |             |                         |                            |             |
| k) Chilling                  |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C3 Cooking methods:</b>   |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Boiling/poaching          |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Stewing                   |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Baking                    |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Combination cooking       |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Steaming                  |                         |                            |             |                         |                            |             |                         |                            |             |
| f) Bain-marie                |                         |                            |             |                         |                            |             |                         |                            |             |
| g) Frying                    |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C4 Finishing methods:</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Filling                   |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Glazing                   |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Piping                    |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Garnishing                |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## **Unit 37:**

## **Prepare and present food for cold presentation**

**Unit code:** 2FPC15/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing and presenting cold products such as salads, bread products, pies, pâtés and cured meats. It also covers the holding of such foods to maintain effective food safety.

The food products covered include:

- bread products such as bread and rolls
- salads
- pre-prepared pies
- cooked meats
- fish
- pre-prepared terrines
- pre-prepared pâtés
- cured meats
- shellfish
- basic vinaigrette and cold sauces.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| <p>K1 How to make sure that the food products and garnish ingredients meet requirements</p> <p>K2 What quality points to look for in the presentation of cooked, cured and prepared foods</p> <p>K3 What you should do if there are problems with the food products and garnish ingredients</p> <p>K4 The correct tools and equipment to carry out the following preparation methods: slicing, dressing, garnishing, portioning, whisking, combining ingredients</p> <p>K5 Why it is important to use the correct tools, equipment and techniques</p> <p>K6 How to prepare the food products and garnish ingredients for cold presentation</p> <p>K7 How to produce basic vinaigrette and cold sauces</p> <p>K8 How to finish and garnish food products for cold presentation</p> <p>K9 How to identify when food products have the correct colour, flavour, texture and quantity</p> <p>K10 Why time and temperature are important when preparing cooked, cured and prepared food for presentation</p> <p>K11 Why cooked, cured and prepared foods should be stored at the required temperature before presentation</p> <p>K12 Healthy eating options when preparing and presenting food for cold presentation</p> |                  |      |



**Additional evidence (if applicable):**

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|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC5/10

### Prepare and present food for cold presentation

#### What you must cover

##### **C1 Food products** (at least **six** from)

- a) Bread products
- b) Salads
- c) Pre-prepared pies
- d) Cooked red/white meat
- e) Fish
- f) Pre-prepared terrines
- g) Pre-prepared pâtés
- h) Cured meats
- i) Shellfish
- j) Vinaigrette
- k) Cold sauces

##### **C2 Garnish ingredients** (at least **two** from)

- a) Fruit
- b) Vegetables
- c) Herbs

##### **C3 Preparation methods** (at least **four** from)

- a) Slicing
- b) Dressing
- c) Garnishing
- d) Portioning
- e) Whisking
- f) Combining ingredients

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:  |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the food products and garnish ingredients to make sure that they meet requirements |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly   |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare food products using the correct preparation methods                              |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure food products have the correct flavour, colour, texture and quantity           |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Garnish and present the food products to meet requirements                                    |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Safely store any prepared food products and garnish ingredients not for immediate consumption |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC15/10:**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                     | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|-------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Food products</b>       |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Bread products             |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Salads                     |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Pre-prepared pies          |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Cooked red/white meat      |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Fish                       |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Pre-prepared terrines      |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Pre-prepared pâtés         |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Cured meats                |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Shellfish                  |                  |                     |      |                  |                     |      |                  |                     |      |
| j) Vinaigrette                |                  |                     |      |                  |                     |      |                  |                     |      |
| k) Cold sauces                |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Garnish ingredients</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Fruit                      |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Vegetables                 |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Herbs                      |                  |                     |      |                  |                     |      |                  |                     |      |

**Element 2FPC15/10:**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                      | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|--------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C3 Preparation methods:</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Slicing                     |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Dressing                    |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Garnishing                  |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Portioning                  |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Whisking                    |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Combining ingredients       |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|--------------------|--|--|
| <b>Column key:</b> | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
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|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 38:**

## **Prepare, cook and finish dim sum**

**Unit code:** 2FPC16/10

**Unit credit:** 5

**SCQF Unit level:** 6

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### **Introduction**

This unit is about preparing from raw ingredients, cooking and finishing the most common dim sum dishes.

The preparation and cooking techniques covered include:

- weighing/measuring
- rubbing in
- greasing
- portioning
- shaping
- filling
- rolling
- kneading
- mixing
- coating
- baking
- frying
- steaming.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For Element 2FPC16/10.1   |                  |      |
| <p>K1 How to select the correct type, quality and quantity of ingredients to meet product requirements</p> <p>K2 Quality points to look for in the ingredients</p> <p>K3 What you should do if there are problems with the ingredients</p> <p>K4 What the correct tools and equipment are and the reasons for using them when carrying out the necessary preparation and cooking methods</p> <p>K5 What preparation and cooking methods are appropriate to each type of dim sum products</p> <p>K6 The correct temperatures for storing dim sum fillings not for immediate use</p> <p>K7 How to carry out the necessary preparation methods according to product requirements</p> <p>K8 How to identify when dim sum fillings have the correct colour, flavour, texture and quantity</p> <p>K9 How to minimise and correct common faults with dim sum fillings</p> <p>K10 How to control portion sizes and minimise waste</p> <p>K11 How to store dim sum fillings</p> <p>K12 Healthy eating options when preparing and cooking dim sum</p> |                  |      |

| <b>Knowledge</b>  | <b>Type of evidence</b> | <b>Date</b> |
|---|-------------------------|-------------|
| For Element 2FPC16/10.2   |                         |             |
| <p>K13 How to select the correct type, quality and quantity of ingredients to meet product requirements</p> <p>K14 What you should do if there are problems with the ingredients</p> <p>K15 What the correct tools and equipment are and the reasons for using them when carrying out the following preparation and cooking methods: weighing/measuring, mixing/kneading, shaping, combining with fats</p> <p>K16 How to carry out the following preparation and cooking methods according to product requirements: weighing/measuring, mixing/kneading, shaping, combining with fats</p> <p>K17 The quality points relating to prepared dim sum dough and won ton wrapper products</p> <p>K18 How to control portions and minimise waste</p> <p>K19 The effects of various temperatures and humidity on the ingredients used</p> <p>K20 The storage/holding requirements and ideal conditions for processed dim sum dough and won ton wrapper products and what precautions should be taken when storing them</p> <p>K21 How to minimise and correct common faults in producing dim sum dough and wrappers</p> <p>K22 The quality points relating to finished dim sum dough and wrappers</p> <p>K23 Healthy eating options when preparing dim sum dough and wrappers</p> |                         |             |

| <b>Knowledge</b>  | <b>Type of evidence</b> | <b>Date</b> |
|---|-------------------------|-------------|
| For Element 2FPC16/10.3   |                         |             |
| <p>K24 How to select the correct type, quality and quantity of ingredients to meet product requirements</p> <p>K25 What you should do if there are problems with the ingredients</p> <p>K26 How to store and maintain freshness/condition of ready-made wrappings</p> <p>K27 What the correct tools and equipment are and the reasons for using them when carrying out the following preparation and cooking methods: weighing/measuring, shaping, sealing, steaming, boiling, frying, baking</p> <p>K28 How to carry out the following preparation and cooking methods according to product requirements: weighing and measuring, shaping, sealing, steaming, boiling, frying, baking</p> <p>K29 The quality points relating to prepared dim sum products ready for cooking</p> <p>K30 How to control portions and minimise waste</p> <p>K32 The effects of various temperatures and humidity on the ingredients used</p> <p>K32 The storage/holding requirements and ideal conditions for processed dim sum products and what precautions should be taken when storing them</p> <p>K33 How to minimise and correct common faults in producing and cooking dim sum</p> <p>K34 The quality points relating to finished dim sum products</p> <p>K35 Healthy eating options when preparing and cooking dim sum products</p> |                         |             |

**Additional evidence (if applicable):**

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|--------------------|--|--|
| <b>Column key:</b> | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Element 2FPC16/10.1

### Prepare fillings for dim sum

#### What you must cover

##### **C1 Preparation, cooking and finishing methods** (at least **two** from)

- a) Weighing/measuring
- b) Chopping
- c) Mixing
- d) Portioning

##### **C2 Ingredients** (at least **two** from)

- a) Raw fish and shellfish
- b) Raw meat and poultry
- c) Vegetables and vegetable products
- d) Seasonings and sauces
- e) Dried ingredients

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                                |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Select the type and quantity of ingredients needed for the product   |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Check the ingredients to make sure they meet quality standards       |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Choose and use tools and equipment correctly                         |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Prepare and combine ingredients to meet the requirements of the dish |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Make sure the product has the correct colour, texture and quantity          |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Make sure the product is at the correct temperature for holding and storing |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Safely store any cooked product not for immediate use                       |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC16/10.1: Prepare fillings for dim sum**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>                                     | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C1 Preparation, cooking and finishing methods</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Weighing/measuring                                |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Chopping  |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Mixing  |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Portioning  |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C2 Ingredients</b>                                |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Raw fish and shellfish                            |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Raw meat and poultry                              |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Vegetables and vegetable products                 |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Seasonings and sauces                             |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Dried ingredients                                 |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC16/10.2

### Prepare dough and wrappers for dim sum

#### What you must cover

##### **C3 Dough and wrappers** (at least **two** from)

- a) Dough
- b) Won ton wrappers
- c) Pastry-based casing
- d) Cheung Fun

##### **C4 Preparation and cooking methods** (at least **two** from)

- a) Weighing/measuring
- b) Mixing/kneading
- c) Shaping
- d) Combining with fats

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                              |                  |                     |      |                  |                     |      |                  |                     |      |
| 8 Select the type and quantity of ingredients needed for the product |                  |                     |      |                  |                     |      |                  |                     |      |
| 9 Check the ingredients to make sure they meet quality standards     |                  |                     |      |                  |                     |      |                  |                     |      |
| 10 Choose and use the tools and equipment correctly                  |                  |                     |      |                  |                     |      |                  |                     |      |
| 11 Prepare and the ingredients to meet dish requirements             |                  |                     |      |                  |                     |      |                  |                     |      |



| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 12 Make sure the dough product has the correct colour, texture and finish                      |                         |                            |             |                         |                            |             |                         |                            |             |
| 13 Make sure the bread and dough product is at the correct temperature for holding and storing |                         |                            |             |                         |                            |             |                         |                            |             |
| 14 Safely store any uncooked dough and wrappers not for immediate use                          |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC16/10.2: Prepare dough and wrappers for dim sum**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>                          | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C3 Dough and wrappers</b>              |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Dough                                  |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Won ton wrappers                       |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Pastry-based casing                    |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Cheung Fun                             |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C4 Preparation and cooking methods</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Weighing/measuring                     |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Mixing/kneading                        |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Shaping                                |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Combining with fats                    |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC16/10.3

### Assemble and Cook dim sum

#### What you must cover

##### **C5 Dim sum** (at least **two** from)

- a) Encased in dough
- b) Encased in won ton wrappers
- c) Cheung Fun based
- d) Pastry based

##### **C6 Preparation and cooking methods** (at least **four** from)

- a) Weighing/measuring
- b) Shaping
- c) Sealing
- d) Steaming
- e) Boiling
- f) Frying
- g) Baking
- h) Combination cooking methods

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                               |                  |                     |      |                  |                     |      |                  |                     |      |
| 15 Select the type and quantity of ingredients needed for the product |                  |                     |      |                  |                     |      |                  |                     |      |
| 16 Check the ingredients to make sure they meet quality standards     |                  |                     |      |                  |                     |      |                  |                     |      |
| 17 Choose and use the tools and equipment correctly                   |                  |                     |      |                  |                     |      |                  |                     |      |
| 18 Fill dough and wrappers with the correct amount of filling         |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 19 Shape Dim Sum to the required standard  |                         |                            |             |                         |                            |             |                         |                            |             |
| 20 Cook dim sum using the appropriate cooking method using the correct equipment             |                         |                            |             |                         |                            |             |                         |                            |             |
| 21 Ensure that the dim sum is cooked to the required standard and at the correct temperature |                         |                            |             |                         |                            |             |                         |                            |             |
| 22 Assemble and present cooked dim sum according to the organisational standard              |                         |                            |             |                         |                            |             |                         |                            |             |
| 23 Make sure the dim sum are at the correct temperature for serving                          |                         |                            |             |                         |                            |             |                         |                            |             |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 24 Safely store any uncooked dim sum components not for immediate use |                         |                            |             |                         |                            |             |                         |                            |             |



**Element 2FPC16/10.3: Assemble and Cook dim sum**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>                          | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C5 Dim sum</b>                         |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Encased in dough                       |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Encased in won ton wrappers            |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Cheung Fun based                       |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Pastry based                           |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C6 Preparation and cooking methods</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Weighing/measuring                     |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Shaping                                |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Sealing                                |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Steaming                               |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Boiling                                |                         |                            |             |                         |                            |             |                         |                            |             |
| f) Frying                                 |                         |                            |             |                         |                            |             |                         |                            |             |
| g) Baking                                 |                         |                            |             |                         |                            |             |                         |                            |             |
| h) Combination cooking methods            |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    |  |  |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 39:**

## **Prepare, cook and finish noodle dishes**

**Unit code:** 2FPC17/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing, cooking and finishing fresh noodles and noodle dishes.

The types of noodle covered are:

- fresh noodles
- dried noodles.

The preparation and cooking techniques covered include:

- portioning
- boiling
- combining cooking methods.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For the whole unit  |                  |      |
| K1 How to select the correct type, quality and quantity of noodles and other ingredients to meet dish requirements  |                  |      |
| K2 What quality points to look for in noodles and other ingredients   |                  |      |
| K3 What you should do if there are problems with the noodles and other ingredients  |                  |      |
| K4 How to carry out the following preparation and cooking methods according to dish requirements: blanching, straining, mixing, boiling, steaming, deep frying, wok frying, combination cooking methods |                  |      |
| K5 How to minimise and correct common faults with noodles and noodle dishes   |                  |      |
| K6 How to identify when noodle dishes have the correct colour, flavour, texture and quantity  |                  |      |
| K7 The correct temperatures for holding and serving noodle dishes   |                  |      |
| K8 How to store uncooked, dried and fresh noodles   |                  |      |
| K9 How to store cooked noodles and noodle dishes  |                  |      |
| K10 Healthy eating options when preparing, cooking and finishing noodle dishes  |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Element 2FPC17/10

Prepare, cook and finish noodle dishes

### What you must cover

#### **C1 Noodles (both)**

- a) Fresh noodles
- b) Dried noodles

#### **C2 Preparation and cooking methods** (at least **four** from)

- a) Soaking
- b) Blanching
- c) Straining
- d) Mixing
- e) Boiling
- f) Steaming
- g) Deep frying
- h) Wok frying
- i) Combining cooking methods

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the noodles and other ingredients meet dish requirements                  |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose and use tools and equipment correctly                                    |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare and cook the noodles and other ingredients to meet dish requirements    |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the noodle dish has the correct flavour, colour, texture and quantity |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Present and garnish the noodle dish to meet requirements                        |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Make sure the noodle dish is at the correct temperature for holding and serving |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Safely store any cooked noodle dishes not for immediate use                     |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC17/10: Prepare, cook and finish noodle dishes**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                                 | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Noodles</b>                         |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Fresh noodles                          |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Dried noodles                          |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Preparation and cooking methods</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Soaking                                |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Blanching                              |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Straining                              |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Mixing                                 |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Boiling                                |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Steaming                               |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Deep frying                            |                  |                     |      |                  |                     |      |                  |                     |      |
| h) Wok frying                             |                  |                     |      |                  |                     |      |                  |                     |      |
| i) Combining cooking methods              |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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|                    |  |  |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## **Unit 40:**

## **Prepare and cook food using a tandoor**

**Unit code:** 2FPC18/10

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about preparing food for and using a tandoor oven. Dishes might include:

- tandoori chicken
- kebabs
- tandoori fish
- naan breads.

The preparation and cooking techniques covered include:

- marinating
- portioning
- forming on skewers
- tandoori roasting.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| <b>Knowledge</b>   | <b>Type of evidence</b> | <b>Date</b> |
|--|-------------------------|-------------|
| For the whole unit   |                         |             |
| K1 How to select the correct type, quality and quantity of ingredients to meet tandoor dish requirements |                         |             |
| K2 What quality points to look for in tandoor dish ingredients   |                         |             |
| K3 What you should do if there are problems with the ingredients   |                         |             |
| K4 What the correct tools and equipment are and the reasons for using them when cooking using a tandoor  |                         |             |
| K5 How to prepare the tandoor for cooking  |                         |             |
| K6 The correct temperatures for tandoor cooking  |                         |             |
| K7 How to minimise and correct common faults in tandoor cooking  |                         |             |
| K8 What quality points relate to tandoor cooked dishes   |                         |             |



**Additional evidence (if applicable):**

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|--|--|--|
|  | <p><b>O = direct observation of the learner's performance by their assessor</b></p> <p><b>Q&amp;A = outcomes from oral or written questioning</b></p> <p><b>P = products of the learner's work</b></p> <p><b>RA = personal statements and/or reflective accounts</b></p> <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>PD = professional discussion</b></p> <p><b>A = assignment, project/case studies</b></p> <p><b>WT = authentic statements/witness testimony</b></p> <p><b>EPW = expert witness testimony</b></p> <p><b>RPL = evidence of recognition of prior learning</b></p> |
|--|--|--|

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2FPC18/10

Prepare and cook food using a tandoor

### What you must cover

**C1 Food for cooking** (at least **two** from)

- a) Whole pieces of meat and fish
- b) Kebabs
- c) Bread

**C2 Preparation methods** (at least **two** from)

- a) Marinating and coating
- b) Forming onto skewers
- c) Shaping

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical  | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|--|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:                                  |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Select the type and quantity of ingredients needed to prepare the dish |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Check the ingredients to make sure they meet quality standards         |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Choose and use tools and equipment correctly                           |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Prepare ingredients according to dish requirements                     |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Prepare food for cooking according to dish requirements                      |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Safely store any food items not for immediate use                            |                         |                            |             |                         |                            |             |                         |                            |             |
| 7 Prepare the tandoor to ensure that it is cooking at the required temperature |                         |                            |             |                         |                            |             |                         |                            |             |
| 8 Place in tandoor oven in the appropriate position                            |                         |                            |             |                         |                            |             |                         |                            |             |
| 9 Cook until food meets dish requirements                                      |                         |                            |             |                         |                            |             |                         |                            |             |
| 10 Remove food from tandoor and serve according to dish requirements           |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2FPC18/10: Prepare and cook food using a tandoor**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                        | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|----------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Food for cooking</b>       |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Whole pieces of meat and fish |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Kebabs                        |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Bread                         |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Preparation methods</b>    |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Marinating and coating        |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Forming onto skewers          |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Shaping                       |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|--------------------|--|--|
| <b>Column key:</b> | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
|                    | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 41:**

## **Complete kitchen documentation**

|                         |          |
|-------------------------|----------|
| <b>Unit code:</b>       | 2P&C1/09 |
| <b>Unit credit:</b>     | 3        |
| <b>SCQF Unit level:</b> | 5        |

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### **Introduction**

This unit is about completing documentation commonly used in kitchen environments: for example, temperature charts, time sheets, accident report forms, food safety information and equipment fault reports.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| <b>Knowledge</b>   | <b>Type of evidence</b> | <b>Date</b> |
|--|-------------------------|-------------|
| For the whole unit   |                         |             |
| K1 What documents need to be completed within the organisation<br>K2 Why it is important to complete documentation<br>K3 How to complete particular documents<br>K4 Where to obtain appropriate documents from<br>K5 When and where documentation is copied and kept<br>K6 Why and who you should contact when problems occur<br>K7 Why kitchen documentation needs to remain confidential<br>K8 What information relating to working within the kitchen the law requires to be noted and kept<br>K9 Why it is important that information is accurate<br>K10 Why it is important that documents are not fraudulently completed |                         |             |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
| <p><b>Column key:</b></p> | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
|                           | <p><b>P = products of the learner's work</b></p>                                      | <p><b>WT = authentic statements/witness testimony</b></p>     |
|                           | <p><b>RA = personal statements and/or reflective accounts</b></p>                     | <p><b>EPW = expert witness testimony</b></p>                  |
|                           | <p><b>S = outcome from simulation, where permitted by the assessment strategy</b></p> | <p><b>RPL = evidence of recognition of prior learning</b></p> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2P&C1/09

### Complete kitchen documentation

#### What you must cover

##### **C1 Relevant documents** (at least **two** from)

- a) Temperature charts
- b) Food safety information
- c) Accident report forms
- d) Equipment fault reports
- e) Stock usage reports

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical                               | Type of evidence   | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|--|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must: |  |                     |      |                  |                     |      |                  |                     |      |
| 1                                       | Ensure you have sufficient relevant documents and where necessary, obtain extra copies |                     |      |                  |                     |      |                  |                     |      |
| 2                                       | Accurately and legibly complete relevant documents to organisational requirements      |                     |      |                  |                     |      |                  |                     |      |
| 3                                       | Ensure that relevant documents arrive with the proper person within the time required  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b> | <b>Type of evidence</b>  | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|------------------|--|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 4                | Copy and file relevant documents in line with organisational requirements                              |                            |             |                         |                            |             |                         |                            |             |
| 5                | Respond to queries about the completion of relevant documents, within the boundaries of your authority |                            |             |                         |                            |             |                         |                            |             |

**Element 2P&C1/09: Complete kitchen documentation**

| <b>What you must cover:</b>  |                         |                            |             |                         |                            |             |                         |                            |             |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <i>(Assessor to record range with reference to element requirements)</i> |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
| <b>C1 Relevant documents</b>   |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Temperature charts  |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Food safety information   |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Accident report forms   |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Equipment fault reports   |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Stock usage reports   |                         |                            |             |                         |                            |             |                         |                            |             |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## **Unit 42:**

## **Set up and close kitchen**

**Unit code:** 2P&C2/09

**Unit credit:** 4

**SCQF Unit level:** 5

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### **Introduction**

This unit is about ensuring that all equipment is ready for kitchen operations. It also covers ensuring that common ingredients are ready for the cooking process. Finally it details the skills required to shut down the kitchen at the end of the shift.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge   | Type of evidence | Date |
|---|------------------|------|
| For Element 2P&C2/09.1  |                  |      |
| K1 Why knives/utensils should be handled correctly  |                  |      |
| K2 Why and to whom all incidents should be reported   |                  |      |
| K3 How to safely turn on different types of equipment   |                  |      |
| K4 Why faulty equipment and maintenance requirements should be reported to the proper person                                |                  |      |
| K5 Why it is important to ensure all appropriate equipment is safely turned off   |                  |      |
| For Element 2P&C2/09.2  |                  |      |
| K6 Why tools and machinery should be cleared between tasks  |                  |      |
| K7 Why it is important to monitor the temperature of kitchen storage equipment and areas                                    |                  |      |
| K8 What the organisational menu requirements are in terms of the type, quality and number of ingredients                    |                  |      |
| For Element 2P&C2/09.3  |                  |      |
| K9 Why tools and equipment should be cleaned and stored following use   |                  |      |
| K10 Organisational and legal requirements for food storage equipment when the kitchen is closed                             |                  |      |
| K11 Manufacturers' and organisational requirements for turning off, unplugging and cleaning cooking equipment following use |                  |      |
| K12 Who you should report problems to   |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2P&C2/09.1

### Prepare kitchen for food operations

#### What you must cover

##### **C1 Tools** (at least **two** from)

- a) Knives
- b) Utensils

##### **C2 Kitchen equipment** (at least **five** from)

- a) Oven/combination oven
- b) Grill
- c) Hob
- d) Fryer
- e) Microwave
- f) Steamer
- g) Fridge/freezer

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical                               | Type of evidence  | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|---|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must: |   |                     |      |                  |                     |      |                  |                     |      |
| 1                                       | Prioritise work and carry it out in an efficient manner   |                     |      |                  |                     |      |                  |                     |      |
| 2                                       | Check that food preparation and cooking tools and kitchen equipment are clean, of the right type and in working order |                     |      |                  |                     |      |                  |                     |      |
| 3                                       | Turn on appropriate kitchen equipment at the correct time and to the correct setting                                  |                     |      |                  |                     |      |                  |                     |      |



| Practical | Type of evidence   | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|-----------|--|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| 4         | Report any unhygienic or defective tools or kitchen equipment, or other problems to the proper person  |                     |      |                  |                     |      |                  |                     |      |
| 5         | Conduct work in line with legal requirements, workplace procedures and current legislation relating to hygienic and safe working practices when preparing the kitchen for the food operation |                     |      |                  |                     |      |                  |                     |      |

## Element 2P&C2/09.1: Prepare kitchen for food operations

### What you must cover:

*(Assessor to record range with reference to element requirements)*

| Practical                   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|-----------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Tools</b>             |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Knives                   |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Utensils                 |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Kitchen equipment</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Oven/combination oven    |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Grill                    |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Hob                      |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Fryer                    |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Microwave                |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Steamer                  |                  |                     |      |                  |                     |      |                  |                     |      |
| g) Fridge/freezer           |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2P&C2/09.2

### Prepare food items ready for operations and service

#### What you must cover

##### **C3 Establishment requirements** (at least **one** from)

- a) Number of customers
- b) Menu requirements

##### **C4 Ingredients** (at least **two** from)

- a) Vegetables
- b) Garnishes
- c) Frozen products
- d) Fresh high-risk products

##### **C5 Prepare** (at least **two** from)

- a) Washing
- b) Cutting
- c) Defrosting
- d) Weighing

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 6 Prepare work and carry it out in an efficient manner  |                  |                     |      |                  |                     |      |                  |                     |      |
| 7 Ensure that there are sufficient ingredients in stock in line with establishment requirements |                  |                     |      |                  |                     |      |                  |                     |      |
| 8 Prepare ingredients to the organisational needs and quality requirements                      |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 9 Report any ingredients that are not prepared to the correct quantity or quality to the proper person   |                         |                            |             |                         |                            |             |                         |                            |             |
| 10 Conduct work in line with legal requirements, workplace procedures and current legislation relating to hygienic and safe working practices when preparing food items ready for operations |                         |                            |             |                         |                            |             |                         |                            |             |

| Element:  |                  |                     |      |                  |                     |      |                  |                     |      |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| What you must cover:  |                  |                     |      |                  |                     |      |                  |                     |      |
| <i>(Assess or to record range with reference to element requirements)</i> |                  |                     |      |                  |                     |      |                  |                     |      |
| Practical   | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
| <b>C3 Establishment requirements</b>                                      |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Number of customers  |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Menu requirements  |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C4 Ingredients</b>   |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Vegetables   |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Garnishes  |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Frozen products  |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Fresh high-risk products   |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C5 Prepare</b>   |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Washing  |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Cutting  |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Defrosting   |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Weighing   |                  |                     |      |                  |                     |      |                  |                     |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |
|                    |  |  |

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Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2P&C2/09.3

### Close kitchen after operations

#### What you must cover

##### **C6 Tools** (at least **two** from)

- a) Knives
- b) Utensils

##### **C7 Food storage equipment** (at least **two** from)

- a) Fridge
- b) Freezer
- c) Dry store/larder

##### **C8 Cooking equipment** (at least **four** from)

- a) Oven/combination oven
- b) Grill
- c) Hob
- d) Fryer
- e) Microwave
- f) Steamer

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 11 Prioritise work and carry it out in an efficient manner                                      |                  |                     |      |                  |                     |      |                  |                     |      |
| 12 Check that tools are cleaned and stored to organisational and legal requirements             |                  |                     |      |                  |                     |      |                  |                     |      |
| 13 Check food storage equipment meets organisational and legal requirements for kitchen closure |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 14 Check that cooking equipment is turned off, unplugged where necessary, and cleaned following manufacturers' and organisation's instructions   |                         |                            |             |                         |                            |             |                         |                            |             |
| 15 Report any un-cleaned tools, food storage or cooking equipment or problems to the appropriate person  |                         |                            |             |                         |                            |             |                         |                            |             |
| 16 Conduct work in line with legal requirements, workplace procedures and current legislation relating to hygienic and safe working practices when closing down the kitchen after operations |                         |                            |             |                         |                            |             |                         |                            |             |

**Element 2P&C2/09.3: Close kitchen after operations**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| Practical                        | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|----------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C6 Tools</b>                  |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Knives                        |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Utensils                      |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C7 Food storage equipment</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Fridge                        |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Freezer                       |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Dry store/larder              |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C8 Cooking equipment</b>      |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Oven/combination oven         |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Grill                         |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Hob                           |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Fryer                         |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Microwave                     |                  |                     |      |                  |                     |      |                  |                     |      |
| f) Steamer                       |                  |                     |      |                  |                     |      |                  |                     |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    |  |  |

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I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 43:**

## **Order stock**

**Unit code:** 2GEN2/10

**Unit credit:** 4

**SCQF Unit level:** 5

### **Introduction**

This unit is about ordering stock in line with established purchasing agreements. It details several despatch methods, such as by post or computer, as well as the type of information that is consistently required during the ordering process.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge          | Type of evidence   | Date |
|--------------------|--|------|
| For the whole unit |  |      |
| K1                 | What the ordering process is   |      |
| K2                 | When you should order new stock  |      |
| K3                 | Who is responsible for arranging the central purchasing agreement          |      |
| K4                 | What the central purchasing agreement contains                             |      |
| K5                 | Why, what and who to contact when problems occur with the ordering process |      |
| K6                 | When ordering needs to be approved by a line manager                       |      |
| K7                 | Where to obtain the ordering documentation from                            |      |
| K8                 | What information needs to be entered on the documentation                  |      |
| K9                 | Where ordering documentation is kept                                       |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
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Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## Element 2GEN2/10

### Order stock

### What you must cover

#### **C1 Stock requirements (both)**

- a) Product type required
- b) Amount required

#### **C2 Required information (at least four from)**

- a) Quantity
- b) Product type
- c) Date for required delivery
- d) Contact details

#### **C3 Despatch method (at least one from)**

- a) Post
- b) Fax
- c) Computer
- d) In person
- e) Telephone

#### **C4 Problems (at least one from)**

- a) Quantity
- b) Time
- c) Non-delivery
- d) Availability
- e) Type
- f) Quality

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical                               | Type of evidence   | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|--|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must: |  |                     |      |                  |                     |      |                  |                     |      |
| 1                                       | Check stock levels on a regular basis and consult with colleagues to determine if new stock is required                        |                     |      |                  |                     |      |                  |                     |      |
| 2                                       | Identify stock requirements, ensuring sufficient storage space will be available upon arrival                                  |                     |      |                  |                     |      |                  |                     |      |
| 3                                       | Obtain relevant documentation for ordering stock and where required obtain permission from the proper person to place an order |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b> | <b>Type of evidence</b>   | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|------------------|---|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 4                | Complete required information on documentation and dispatch it correctly within the time required to ensure delivery before current stock is finished |                            |             |                         |                            |             |                         |                            |             |
| 5                | Maintain documentation in line with organisational requirements   |                            |             |                         |                            |             |                         |                            |             |
| 6                | Obtain and file notification of placed orders and delivery note from supplier   |                            |             |                         |                            |             |                         |                            |             |
| 7                | Respond to queries and solve problems that arise about the order within your authority  |                            |             |                         |                            |             |                         |                            |             |

**Element 2GEN2/10: Order stock**

**What you must cover:**

*(Assessor to record range with reference to  
element requirements)*

| Practical                      | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date | Type of evidence | Portfolio reference | Date |
|--------------------------------|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| <b>C1 Stock requirements</b>   |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Product type required       |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Amount required             |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C2 Required information</b> |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Quantity                    |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Product type                |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Date for required delivery  |                  |                     |      |                  |                     |      |                  |                     |      |
| d) Contact details             |                  |                     |      |                  |                     |      |                  |                     |      |
| <b>C3 Despatch method</b>      |                  |                     |      |                  |                     |      |                  |                     |      |
| a) Post                        |                  |                     |      |                  |                     |      |                  |                     |      |
| b) Fax                         |                  |                     |      |                  |                     |      |                  |                     |      |
| c) Computer                    |                  |                     |      |                  |                     |      |                  |                     |      |
| d) In person                   |                  |                     |      |                  |                     |      |                  |                     |      |
| e) Telephone                   |                  |                     |      |                  |                     |      |                  |                     |      |



**Element 2GEN2/10: Order stock**

**What you must cover:**

*(Assessor to record range with reference to element requirements)*

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
|--------------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>C4 Problems</b> |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Quantity        |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Time            |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Non-delivery    |                         |                            |             |                         |                            |             |                         |                            |             |
| d) Availability    |                         |                            |             |                         |                            |             |                         |                            |             |
| e) Type            |                         |                            |             |                         |                            |             |                         |                            |             |
| f) Quality         |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
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Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## **Unit 44:**

## **Cook and finish simple bread and dough products**

|                         |          |
|-------------------------|----------|
| <b>Unit code:</b>       | 1FPC8/10 |
| <b>Unit credit:</b>     | 3        |
| <b>SCQF Unit level:</b> | 4        |

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### **Introduction**

This unit is about cooking and finishing simple bread and dough products, for example:

- freshly made dough
- ready made par-cooked dough.

You will use the following cooking and finishing methods:

- baking
- reheating
- glazing.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge          | Type of evidence | Date |
|--------------------|------------------|------|
| For the whole unit |                  |      |
| K1                 |                  |      |
| K2                 |                  |      |
| K3                 |                  |      |
| K4                 |                  |      |
| K5                 |                  |      |
| K6                 |                  |      |
| K7                 |                  |      |

**Additional evidence (if applicable):**

|                           |   |   |
|---------------------------|---|---|
|                           | <p><b>O = direct observation of the learner's performance by their assessor</b></p>   | <p><b>PD = professional discussion</b></p>                    |
|                           | <p><b>Q&amp;A = outcomes from oral or written questioning</b></p>                     | <p><b>A = assignment, project/case studies</b></p>            |
| <p><b>Column key:</b></p> | <p><b>P = products of the learner's work</b></p>                                      | <p><b>WT = authentic statements/witness testimony</b></p>     |
|                           | <p><b>RA = personal statements and/or reflective accounts</b></p>                     | <p><b>EPW = expert witness testimony</b></p>                  |
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Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



## Element 1FPC8/10

Cook and finish simple bread and dough products

### What you must cover

**C1 Bread and dough product** (at least **one** from)

- a) Freshly made dough
- b) Ready made par-cooked dough

**C2 Preparation and finishing methods** (at least **two** from)

- a) Baking
- b) Reheating
- c) Glazing

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Check the products to make sure they are fit for cooking                                    |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Choose the correct tools and equipment to prepare and bake bread and dough products         |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Prepare and finish the product as required  |                  |                     |      |                  |                     |      |                  |                     |      |
| 4 Make sure the bread and dough product is at the correct temperature for holding and serving |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 5 Safely store any cooked bread and dough product not for immediate use |                         |                            |             |                         |                            |             |                         |                            |             |

| <b>Element:</b>  |                         |                            |             |                         |                            |             |                         |                            |             |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| <b>What you must cover:</b>  |                         |                            |             |                         |                            |             |                         |                            |             |
| <i>(Assessor to record range with reference to element requirements)</i> |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio reference</b> | <b>Date</b> |
| <b>C1 Bread and dough product</b>  |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Freshly made dough  |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Ready-made par-cooked dough   |                         |                            |             |                         |                            |             |                         |                            |             |
| <b>C2 Preparation and finishing methods</b>                              |                         |                            |             |                         |                            |             |                         |                            |             |
| a) Baking  |                         |                            |             |                         |                            |             |                         |                            |             |
| b) Reheating   |                         |                            |             |                         |                            |             |                         |                            |             |
| c) Glazing   |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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**Unit 45: Liaise with care team to ensure that individuals' nutritional needs are met**

**Unit code:** 2PR22

**Unit credit:** 3

**Unit level:** 5

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**Introduction**

This unit is about working with care team staff to ensure that clients in the care sector and patients in hospitals receive adequate nutrition and fluids through the provision of meals. The unit requires that the individual has a basic knowledge of the nutritional requirements of the general population and how food meets these requirements. The unit requires that the individual works with colleagues to identify needs, and produces a plan of how appropriate food and drinks can be developed and delivered.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge          | Type of evidence | Date |
|--------------------|------------------|------|
| For the whole unit |                  |      |
| K1                 |                  |      |
| K2                 |                  |      |
| K3                 |                  |      |
| K4                 |                  |      |
| K5                 |                  |      |
| K6                 |                  |      |
| K7                 |                  |      |
| K8                 |                  |      |



**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Develop relationships with carers that recognises their role and expertise  |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Work with care team to identify specific nutritional requirements of individuals and groups of customers                  |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Ensure that you understand, and can use and explore any information with carers, gaining clarification on specific points |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b>   | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|--|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 4 Work with appropriate people to gather information about resources, and options that are available to meet the nutritional needs identified                                      |                         |                            |             |                         |                            |             |                         |                            |             |
| 5 Work with carers to identify what additional support is needed to ensure that nutrition and fluid requirements are met including the consistency, timing and service of the food |                         |                            |             |                         |                            |             |                         |                            |             |
| 6 Follow organisational procedures to ensure that customer requirements are recorded and available to authorised people  |                         |                            |             |                         |                            |             |                         |                            |             |

| <b>Practical</b>  | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|---|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 7 Seek additional help where the needs are outside your scope of responsibility and expertise |                         |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
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|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
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Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

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## **Unit 46: Prepare meals to meet relevant nutritional standards set for school meals**

**Unit code:** 1PR26

**Unit credit:** 4

**Unit level:** 4

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### **Introduction**

This unit is about producing dishes which meet the relevant nutritional standards and specifications set for school meals services. The skills described highlight the need to be aware of what has to be done to meet the relevant nutritional standards.

## What you must know

To achieve this element you must give sufficient evidence to demonstrate your knowledge and understanding for each standard.

| Knowledge  | Type of evidence | Date |
|--|------------------|------|
| <p>For the whole unit</p> <p>K1 The relevant nutritional standards used within school meals contexts</p> <p>K2 What the main nutrient groups are</p> <p>K3 What quantity of nutrients are typically needed to maintain a good dietary balance</p> <p>K4 What food preparation and cooking methods can affect the nutritional content of foods</p> <p>K5 The importance of knowing calorific values per portion</p> <p>K6 What quantity of nutrients are typically needed to maintain a good dietary balance</p> <p>K7 The range of different special dietary requirements that may be encountered and the impact that they have upon the production of food</p> <p>K8 The differences between dietary, religious and cultural requirements and how these are accounted for within the organisation</p> <p>K9 The consequences of not providing food that meets the nutritional standards</p> <p>K10 Where to obtain information on different dietary requirements</p> <p>K11 What safe working practices should be followed when preparing and cooking dishes to meet special dietary requirements</p> |                  |      |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

## What you must do

To achieve this element you must give sufficient evidence to demonstrate your competence for each standard.

| Practical   | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date | Type of evidence | Portfolio Reference | Date |
|---|------------------|---------------------|------|------------------|---------------------|------|------------------|---------------------|------|
| To meet the national standard you must:   |                  |                     |      |                  |                     |      |                  |                     |      |
| 1 Liaise with colleagues and clients to identify the relevant nutritional standards and requirements      |                  |                     |      |                  |                     |      |                  |                     |      |
| 2 Prepare and cook menu items which fulfil the nutritional standards and the organisational standards set |                  |                     |      |                  |                     |      |                  |                     |      |
| 3 Work in a manner that maximises the nutritional value of the food                                       |                  |                     |      |                  |                     |      |                  |                     |      |

| <b>Practical</b> | <b>Type of evidence</b>   | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> | <b>Type of evidence</b> | <b>Portfolio Reference</b> | <b>Date</b> |
|------------------|---|----------------------------|-------------|-------------------------|----------------------------|-------------|-------------------------|----------------------------|-------------|
| 4                | Ensure that the preparation and cooking areas and equipment are safe, hygienic, ready for use and free from contaminating substances          |                            |             |                         |                            |             |                         |                            |             |
| 5                | Finish and present dish to required quality standards   |                            |             |                         |                            |             |                         |                            |             |
| 6                | Report any problems with meeting the nutritional standards to the appropriate person  |                            |             |                         |                            |             |                         |                            |             |
| 7                | Conduct work in line with relevant workplace procedures and current legal and regulatory requirements relating to safe and hygienic practices |                            |             |                         |                            |             |                         |                            |             |

**Additional evidence (if applicable):**

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|                    |  |  |
|--------------------|--|--|
|                    | <b>O = direct observation of the learner's performance by their assessor</b>   | <b>PD = professional discussion</b>                    |
| <b>Column key:</b> | <b>Q&amp;A = outcomes from oral or written questioning</b>                     | <b>A = assignment, project/case studies</b>            |
|                    | <b>P = products of the learner's work</b>                                      | <b>WT = authentic statements/witness testimony</b>     |
|                    | <b>RA = personal statements and/or reflective accounts</b>                     | <b>EPW = expert witness testimony</b>                  |
|                    | <b>S = outcome from simulation, where permitted by the assessment strategy</b> | <b>RPL = evidence of recognition of prior learning</b> |

I confirm that the evidence detailed in this Unit is my own work and meets the requirements of the National Occupational Standards.

Candidate signature: \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate has achieved all the requirements of this Unit.

Assessor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning assessor signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

I confirm that the candidate's sampled work meets the standards specified for this Unit and may be presented for external verification.

Internal verifier signature: \_\_\_\_\_ Date: \_\_\_\_\_

Countersigning internal verifier (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



# Annexe A

## Evidence Requirements

### SVQ Level 2 in Professional Cookery

|   |   |
|---|---|
| <b>1GEN1/09</b>                           | <b>Maintain a safe, hygienic and secure working environment</b>   |
| <b>Element 1GEN1/09.1</b>                 | <b>Maintain personal health and hygiene</b>   |
| what you must <b>DO</b> for 1GEN1/09.1    | The assessor <b>must</b> assess statements P1–P2 by direct observation of the candidate’s work.   |
| what you must <b>COVER</b> for 1GEN1/09.1 | There are no ‘What you must cover’ for Element 1.   |
| <b>Element 1GEN1/09.2</b>                 | <b>Help to maintain a hygienic, safe and secure workplace</b>   |
| what you must <b>DO</b> for 1GEN1/09.2    | The assessor must assess statements P6, P9-P11 by direct observation of the candidate’s work.<br><br>Simulation <i>may</i> be used for P7 – P8 if no naturally occurring evidence is available.   |
| what you must <b>COVER</b> for 1GEN1/09.2 | There must be performance evidence, gathered through observing the candidate’s work for:<br><br>C1 <b>Hazards</b> (at least <b>one</b> from the following)<br><ul style="list-style-type: none"> <li>(a) relating to equipment</li> <li>(b) relating to areas where you work</li> <li>(c) relating to personal clothing</li> </ul> C2 Ways of dealing with hazards (at least one from the following)<br><ul style="list-style-type: none"> <li>(a) putting them right yourself</li> <li>(b) reporting them to appropriate colleagues</li> <li>(c) warning other people</li> </ul> C3 <b>Emergency procedures</b> (at least <b>one</b> from the following)<br><ul style="list-style-type: none"> <li>(a) fire</li> <li>(b) threat</li> <li>(c) security</li> </ul> Evidence for the remaining points under ‘what you must cover’ may be assessed through questioning, witness testimony or simulation. |

|   |   |
|---|---|
| <b>1GEN4/09</b>                         | <b>Work effectively as part of a hospitality team</b>   |
| what you must <b>DO</b> for 1GEN4/09    | The assessor must ensure that there is sufficient evidence that shows what the candidate has done over a sufficient period of time with different customers and on different occasions. |
| what you must <b>COVER</b> for 1GEN4/09 | There are no 'What you must cover' for this unit.   |

|   |   |
|---|---|
| <b>2GEN3/09</b>                           | <b>Maintain Food Safety when preparing, storing and cooking food</b>  |
| <b>Element 2GEN3/09.1</b>                 | <b>Keep yourself clean and hygienic</b>   |
| what you must <b>DO</b> for 2GEN3/09.1    | The assessor <b>must</b> assess statements P1–P3 and P5 by direct observation   |
| what you must <b>COVER</b> for 2GEN3/09.1 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <p>C1 <b>Clothes</b> (at least <b>four</b> from)</p> <ul style="list-style-type: none"> <li>(a) trousers</li> <li>(b) tops/jackets</li> <li>(c) coats</li> <li>(d) disposable gloves</li> <li>(e) shoes</li> <li>(f) headgear</li> <li>(g) aprons</li> </ul> <p>C2 <b>Appropriate times to wash your hands</b> (at least <b>five</b> from)</p> <ul style="list-style-type: none"> <li>(a) after going to the toilet or in contact with faeces</li> <li>(b) when going into food preparation and cooking areas including after any work breaks</li> <li>(c) after touching raw food and waste</li> <li>(d) before handling raw food</li> <li>(e) after disposing of waste</li> <li>(f) after cleaning</li> <li>(g) changing dressings or touching open wounds</li> </ul> |

|   |   |
|---|---|
|   | <p><b>C3 Unsafe behaviour</b> (at least <b>none</b> from)</p> <ul style="list-style-type: none"> <li>(a) failure to wash hands thoroughly when necessary</li> <li>(b) touching your face, nose or mouth, blowing your nose</li> <li>(c) chewing gum</li> <li>(d) eating</li> <li>(e) smoking</li> <li>(f) scratching</li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning, witness testimony or simulation.</p>  |
| <b>Element<br/>2GEN3/09.2</b>             | <b>Keep your working area clean and hygienic</b>  |
| what you must <b>DO</b> for 2GEN3/09.2    | The assessor <b>must</b> assess statements P9, P10 and P12 by direct observation.   |
| what you must <b>COVER</b> for 2GEN3/09.2 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <p><b>C4 Surfaces and equipment</b> (at least <b>two</b> from)</p> <ul style="list-style-type: none"> <li>(a) surfaces and utensils for preparing, cooking and holding food</li> <li>(b) surfaces and utensils used for displaying and serving food</li> <li>(c) appropriate cleaning equipment</li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning, witness testimony or simulation.</p> |
| <b>Element<br/>2GEN3/09.3</b>             | <b>Store food safely</b>  |
| what you must <b>DO</b> for 2GEN3/09.3    | The assessor <b>must</b> assess statements P15–P20 by direct observation.   |
| what you must <b>COVER</b> for 2GEN3/09.3 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <p><b>C5 Storage areas</b> (at least <b>two</b> from)</p> <ul style="list-style-type: none"> <li>(a) ambient temperature</li> <li>(b) refrigerator</li> <li>(c) freezer</li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning, witness testimony or simulation.</p>   |

| <b>Element<br/>2GEN3/09.4</b>             | <b>Prepare, cook and hold food safely</b>   |
|---|---|
| what you must <b>DO</b> for 2GEN3/09.4    | The assessor <b>must</b> assess statements P25 and P26 by direct observation.   |
| what you must <b>COVER</b> for 2GEN3/09.4 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <p><b>C6 Operations</b> (at least <b>four</b> from)</p> <ul style="list-style-type: none"> <li>(a) defrosting food</li> <li>(b) preparing food, including washing and peeling</li> <li>(c) cooking food</li> <li>(d) reheating food</li> <li>(e) holding food before serving</li> <li>(f) cooling cooked food not for immediate consumption</li> <li>(g) freezing cooked food not for immediate consumption</li> </ul> <p><b>C7 Hazards</b> (at least <b>none</b> from)</p> <ul style="list-style-type: none"> <li>(a) bacteria and other organisms</li> <li>(b) chemical</li> <li>(c) physical</li> <li>(d) allergenic</li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning, witness testimony or simulation.</p> |

| <b>1GEN7/10</b>                         | <b>Maintain, Handle and Clean Knives</b>  |
|---|---|
| What you must <b>DO</b> for 1GEN7/10    | The assessor must assess statement P1–P7 by direct observation.   |
| What you must <b>COVER</b> for 1GEN7/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <p><b>C1 Knives</b> (at least <b>two</b> from)</p> <ul style="list-style-type: none"> <li>(a) straight bladed knives and cleavers</li> <li>(b) serrated blades</li> <li>(c) scissors/secateurs</li> </ul> |

|  |  |
|--|--|
|  | <p><b>C2 Tasks include</b> (at least <b>five</b> from)</p> <ul style="list-style-type: none"><li>(a) preparing basic vegetable cuts</li><li>(b) preparing meat, poultry and fish</li><li>(c) preparing bread</li><li>(d) opening packaging</li><li>(e) sharpening</li><li>(f) washing and cleaning knives after use</li></ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning, witness testimony or simulation.</p> |
|--|--|

## Evidence Requirements

### SVQ2 in Professional Cookery Units at SCQF level 5

#### **Sufficiency of Evidence**

There must be sufficient evidence to ensure that the candidate can achieve the standard over a period of time in the workplace or approved realistic working environment. This must be achieved through direct assessment by the assessor or through the use of authentic witness testimony.

#### **What you have to KNOW**

For those knowledge statements that relate to how the candidate should do something, the assessor may be able to infer that the candidate has the necessary knowledge from observing their performance or checking products of their work. In all other cases, evidence of the candidate's knowledge and understanding must be gathered by oral or written questioning.

## SVQ2 Professional Cookery unit titles

Evidence requirements are included in this document for the following units:

- 2FP1/10 Prepare fish for basic dishes
- 2FP2/10 Prepare shellfish for basic dishes
- 2FP3/10 Prepare meat for basic dishes
- 2FP4/10 Prepare poultry for basic dishes
- 2FP5/10 Prepare game for basic dishes
- 2FP6/10 Prepare offal for basic dishes
- 2FP7/10 Prepare vegetable for basic dishes
- 2FP8/10 Process dried ingredients prior to cooking
- 2FP9/10 Prepare and mix spice and herb blends
- 2FC1/10 Cook and finish basic fish dishes
- 2FC2/10 Cook and finish basic shellfish dishes
- 2FC3/10 Cook and finish basic meat dishes
- 2FC4/10 Cook and finish basic poultry dishes
- 2FC5/10 Cook and finish basic game dishes
- 2FC6/10 Cook and finish basic offal dishes
- 2FC7/10 Cook and finish basic vegetable dishes
- 2PR5 Cook-chill food
- 2PR6 Cook-freeze food
- 2FPC1/10 Prepare, cook and finish basic hot sauces
- 2FPC2/10 Prepare, cook and finish basic soups
- 2FPC3/10 Make basic stock
- 2FPC4/10 Prepare, cook and finish basic rice dishes
- 2FPC5/10 Prepare, cook and finish basic pasta dishes
- 2FPC6/10 Prepare, cook and finish basic pulse dishes
- 2FPC7/10 Prepare, cook and finish basic vegetable protein
- 2FPC8/10 Prepare, cook and finish basic egg dishes
- 2FPC9/10 Prepare, cook and finish basic bread and dough products
- 2FPC10/10 Prepare, cook and finish basic pastry products
- 2FPC11/10 Prepare, cook and finish basic cakes, sponges and scones
- 2FPC12/10 Prepare, cook and finish basic grain dishes
- 2PR17 Prepare, cook and finish healthier dishes
- 2FPC14/10 Prepare, cook and finish basic hot and cold desserts
- 2FPC15/10 Prepare and present food for cold presentation

2FPC16/10 Prepare, cook and finish Dim Sum  
 2FPC17/10 Prepare, cook and finish noodle dishes  
 2FPC18/10 Prepare and cook food using a Tandoor  
 2P&C1/10 Complete kitchen documentation  
 2P&C2/10 Set up and close a kitchen

| Unit 2FP1/10                           | Prepare fish for basic dishes   |
|--|---|
| What you must <b>DO</b> for 2FP1/10    | The assessor must assess statements 1-4 by directly observing the candidate's work.   |
| What you must <b>COVER</b> for 2FP1/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>fish</b> <ul style="list-style-type: none"> <li>a) white fish - round</li> <li>b) white fish - flat</li> <li>c) oily fish</li> </ul> </li> <li>• at least <b>four</b> from prepare by, which must include a minimum of <b>three</b> from cutting           <ul style="list-style-type: none"> <li>a) filleting               <ul style="list-style-type: none"> <li>- removing pin bone</li> <li>- removing rib bones</li> <li>- removing spine</li> </ul> </li> <li>b) cutting               <ul style="list-style-type: none"> <li>- darne</li> <li>- goujon</li> <li>- supreme</li> <li>- tronçon</li> <li>- délice</li> <li>- paupiette</li> </ul> </li> <li>c) trimming</li> <li>d) skinning</li> <li>e) coating</li> <li>f) marinading</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |



| Unit 2FP2/10                           | Prepare shellfish for basic dishes   |
|--|--|
| What you must <b>DO</b> for 2FP2/10    | The assessor must assess statements 1-4 by directly observing the candidate's work.  |
| What you must <b>COVER</b> for 2FP2/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>shellfish</b> <ul style="list-style-type: none"> <li>a) prawns</li> <li>b) shrimps</li> <li>c) mussels, cockles and clams</li> </ul> </li> <li>• at least <b>three</b> from <b>prepare by</b> <ul style="list-style-type: none"> <li>a) trimming</li> <li>b) shelling</li> <li>c) washing</li> <li>d) coating</li> <li>e) cutting</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FP3/10                           | Prepare meat for basic dishes  |
|--|--|
| What you must <b>DO</b> for 2FP3/10    | The assessor must assess statements 1-4 by directly observing the candidate's work.  |
| What you must <b>COVER</b> for 2FP3/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>three</b> from <b>prepare by</b>, which must include a minimum of <b>two</b> from <b>cutting</b> <ul style="list-style-type: none"> <li>a) cutting <ul style="list-style-type: none"> <li>- dice</li> <li>- slice</li> <li>- portion</li> </ul> </li> <li>b) basic boning of joints</li> <li>c) seasoning/marinading</li> <li>d) trimming</li> <li>e) tying</li> <li>f) tenderising</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FP4/10                           | Prepare poultry for basic dishes  |
|--|---|
| What you must <b>DO</b> for 2FP4/1     | The assessor must assess statements 1-4 by directly observing the candidate's work.   |
| What you must <b>COVER</b> for 2FP4/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• <b>All</b> from <b>poultry</b> <ul style="list-style-type: none"> <li>a) whole birds</li> <li>b) portions of poultry meat</li> </ul> </li> <li>• at least <b>four</b> from <b>prepare by</b>, which must include a minimum of <b>two from cutting</b> <ul style="list-style-type: none"> <li>a) cleaning</li> <li>b) checking and preparing cavity</li> <li>c) seasoning/marinading</li> <li>d) trimming</li> <li>e) cutting (portion/dice/cut for sautéing)</li> <li>f) stuffing/filling</li> <li>g) coating</li> <li>h) tying and trussing</li> <li>i) batting out</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FP5/10                           | Prepare game for basic dishes   |
|--|---|
| What you must <b>DO</b> for 2FP5/10    | The assessor must assess statements 1-4 by directly observing the candidate's work.   |
| What you must <b>COVER</b> for 2FP5/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• <b>both</b> from <b>game</b> <ul style="list-style-type: none"> <li>a) skinned</li> <li>b) plucked</li> </ul> </li> <li>• at least <b>three</b> from <b>prepare by</b>, which must include <b>one</b> from <b>cutting</b> <ul style="list-style-type: none"> <li>a) checking and preparing the cavity</li> <li>b) checking for and removing shot</li> <li>c) seasoning/marinading</li> <li>d) trimming</li> <li>e) cutting (portioning, dicing, trimming)</li> </ul> </li> </ul> |

|  |   |
|--|---|
|  | <p>f) stuffing/filling</p> <p>g) tying</p> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |
|--|---|

| <b>Unit 2FP6/10</b>                    | <b>Prepare offal for basic dishes</b>   |
|--|---|
| What you must <b>DO</b> for 2FP6/10    | The assessor must assess statements 1-4 by directly observing the candidate's work.   |
| What you must <b>COVER</b> for 2FP6/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>offal</b> <ul style="list-style-type: none"> <li>a) liver</li> <li>b) kidney</li> <li>c) sweetbread</li> </ul> </li> <li>• at least <b>four</b> from <b>prepare by</b> <ul style="list-style-type: none"> <li>a) cutting and slicing</li> <li>b) marinading/seasoning</li> <li>c) coating with flour</li> <li>d) skinning</li> <li>e) trimming and de-veining</li> <li>f) blending and mincing</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FP7/10                           | Prepare vegetables for basic dishes  |
|--|--|
| What you must <b>DO</b> for 2FP7/10    | The assessor must assess statements 1-4 by directly observing the candidate's work.  |
| What you must <b>COVER</b> for 2FP7/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>seven</b> from <b>vegetables</b> <ul style="list-style-type: none"> <li>a) roots</li> <li>b) bulbs</li> <li>c) flower heads</li> <li>d) fungi</li> <li>e) seeds and pods</li> <li>f) tubers</li> <li>g) leaves</li> <li>h) stems</li> <li>i) vegetable fruits</li> </ul> </li> <li>• at least <b>six</b> from <b>prepare by</b>, which must include at least <b>two traditional French cuts</b> <ul style="list-style-type: none"> <li>a) washing</li> <li>b) peeling</li> <li>c) re-washing</li> <li>d) chopping</li> <li>e) traditional French cuts (Julienne, Brunoise, Macédoine, Jardinière and Paysanne)</li> <li>f) slicing</li> <li>g) trimming</li> <li>h) grating</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FP8/10                           | Process dried ingredients prior to cooking  |
|--|---|
| What you must <b>DO</b> for 2FP8/10    | The assessor must assess performance criteria 1-7 by directly observing the candidate's work.   |
| What you must <b>COVER</b> for 2FP8/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>dried foods</b>: <ul style="list-style-type: none"> <li>a) dried meat</li> <li>b) dried fish and shellfish</li> <li>c) dried vegetables and mushroom</li> </ul> </li> <li>• at least <b>four</b> from <b>preparation methods</b>: <ul style="list-style-type: none"> <li>a) cleaning</li> <li>b) soaking</li> <li>c) washing</li> <li>d) straining</li> <li>e) storage</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FP9/10                           | Prepare and mix spice and herb blends   |
|--|---|
| What you must <b>DO</b> for 2FP9/10    | <p>The assessor must assess performance criteria 1-6 by directly observing the candidate's work.</p> <p>For performance criteria 7, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding or serving) but must observe the other.</p> <p>The assessor may assess performance criteria 8 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| What you must <b>COVER</b> for 2FP9/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>ingredients</b>: <ul style="list-style-type: none"> <li>a) fresh spices and herbs</li> <li>b) dried spices</li> <li>c) vegetables</li> </ul> </li> <li>• at least <b>five</b> from <b>preparation methods</b>: <ul style="list-style-type: none"> <li>a) cleaning and trimming</li> <li>b) weighing/measuring</li> <li>c) chopping</li> <li>d) crushing</li> <li>e) pounding</li> <li>f) grinding</li> <li>g) mixing</li> </ul> </li> <li>• at least <b>two</b> from <b>equipment</b>: <ul style="list-style-type: none"> <li>a) spice grinding machine</li> <li>b) pestle and Mortar</li> <li>c) knives</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FC1/10                                  | Cook and finish basic fish dishes   |
|---|---|
| <p>What you must <b>DO</b> for 2FC1/10</p>    | <p>The assessor must assess statements 1-6 by directly observing the candidate's work.</p> <p>For statement 7, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 8 through questioning or witness testimony if no naturally occurring evidence is available</p>  |
| <p>What you must <b>COVER</b> for 2FC1/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>fish</b> <ul style="list-style-type: none"> <li>a) white fish — round</li> <li>b) white fish — flat</li> <li>c) oily</li> <li>d) pre-portioned fish</li> </ul> </li> <li>• at least <b>three</b> from <b>cooking</b> by <ul style="list-style-type: none"> <li>a) cutting <ul style="list-style-type: none"> <li>- dice</li> <li>- slice</li> </ul> </li> <li>b) grilling</li> <li>c) poaching</li> <li>d) baking</li> <li>e) steaming</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FC2/10                           | Cook and finish basic shellfish dishes  |
|--|---|
| What you must <b>DO</b> for 2FC2/10    | <p>The assessor must assess statements 1-6 by directly observing the candidate's work.</p> <p>For statement 7, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 8 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| What you must <b>COVER</b> for 2FC2/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>shellfish</b> <ul style="list-style-type: none"> <li>a) prawns</li> <li>b) shrimps</li> <li>c) mussels, cockles and clams</li> </ul> </li> <li>• at least <b>two</b> from <b>cooking by</b> (candidates are only required to be observed on one from frying – either deep or shallow) <ul style="list-style-type: none"> <li>a) boiling</li> <li>b) frying (deep/shallow)</li> <li>c) grilling</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |



| Unit 2FC3/10                                  | Cook and finish basic meat dishes   |
|---|---|
| <p>What you must <b>DO</b> for 2FC3/10</p>    | <p>The assessor must assess statements 1-6 by directly observing the candidate's work.</p> <p>For statement 7, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 8 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for 2FC3/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least five from cooking by <ul style="list-style-type: none"> <li>a) grilling (over and under fire)</li> <li>b) griddling</li> <li>c) frying (shallow/stir)</li> <li>d) braising</li> <li>e) stewing</li> <li>f) roasting</li> <li>g) combining cooking methods</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FC4/10                                  | Cook and finish basic poultry dishes  |
|---|---|
| <p>What you must <b>DO</b> for 2FC4/10</p>    | <p>The assessor must assess statements 1-6 by directly observing the candidate's work.</p> <p>For statement 7, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 8 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for 2FC4/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• All from <b>poultry</b> <ul style="list-style-type: none"> <li>a) whole birds</li> <li>b) poultry portions</li> </ul> </li> <li>• at least <b>three</b> from <b>cooking by</b> (candidates are only required to be observed on one from frying – deep, shallow, sautéing or stir) <ul style="list-style-type: none"> <li>a) grilling</li> <li>b) griddling</li> <li>c) roasting</li> <li>d) poaching</li> <li>e) frying (deep/shallow/sautéing/stir)</li> <li>f) steaming</li> <li>g) braising</li> <li>h) combining cooking methods</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FC5/10                           | Cook and finish basic game dishes  |
|--|--|
| What you must <b>DO</b> for 2FC5/10    | <p>The assessor must assess statements 1-6 by directly observing the candidate's work.</p> <p>For statement 7, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 8 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| What you must <b>COVER</b> for 2FC5/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• both from <b>game</b> <ul style="list-style-type: none"> <li>a) furred</li> <li>b) feathered</li> </ul> </li> <li>• at least <b>four</b> from <b>cooking</b> by <ul style="list-style-type: none"> <li>a) grilling/griddling</li> <li>b) sautéing</li> <li>c) roasting</li> <li>d) combining cooking methods</li> <li>e) shallow frying</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FC6/10                                  | Cook and finish basic offal dishes  |
|---|---|
| <p>What you must <b>DO</b> for 2FC6/10</p>    | <p>The assessor must assess statements 1-5 by directly observing the candidate's work.</p> <p>For statement 6, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for 2FC6/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>offal</b> <ul style="list-style-type: none"> <li>a) liver</li> <li>b) kidney</li> <li>c) sweetbread</li> </ul> </li> <li>• at least <b>five</b> from <b>cooking</b> by <ul style="list-style-type: none"> <li>a) grilling</li> <li>b) griddling</li> <li>c) shallow frying</li> <li>d) boiling</li> <li>e) braising</li> <li>f) poaching</li> <li>g) combining cooking methods</li> <li>h) baking</li> <li>i) steaming</li> <li>j) bain marie</li> <li>k) sautéing</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FC7/10                                  | Cook and finish basic vegetables   |
|---|--|
| <p>What you must <b>DO</b> for 2FC7/10</p>    | <p>The assessor must assess statements 1-6 by directly observing the candidate's work.</p> <p>For statement 7, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 8 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| <p>What you must <b>COVER</b> for 2FC7/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least eight from vegetables <ul style="list-style-type: none"> <li>a) Roots</li> <li>b) Tubers</li> <li>c) Bulbs</li> <li>d) Flower heads</li> <li>e) Fungi</li> <li>f) Seeds and pods</li> <li>g) Leaves</li> <li>h) Stems</li> <li>i) Vegetable fruits</li> </ul> </li> <li>• at least <b>six</b> from cooking by (candidates are only required to be observed on one from frying – deep, shallow or stir) <ul style="list-style-type: none"> <li>a) Blanching</li> <li>b) Boiling</li> <li>c) Roasting</li> <li>d) Baking</li> <li>e) Grilling</li> <li>f) Braising</li> <li>g) Frying (deep/shallow/stir)</li> <li>h) Steaming</li> <li>i) Stewing</li> <li>j) Combining cooking methods</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

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| <b>Unit 2PR5</b>                              | <b>Cook-chill food</b>   |
| <b>ELEMENT 2PR5.1</b>                         | <b>Portion, pack and blast-chill food</b>  |
| What you have to <b>DO</b> for Element 2PR5.1 | The assessor must assess statements 1 and 3-7 by directly observing the candidate's work.<br><br>The assessor may assess statement 2 through questioning or witness testimony if no naturally occurring evidence is available.   |
| What you must <b>COVER</b> for Element 2PR5.1 | There must be performance evidence, gathered through observing the candidate's work for: <ul style="list-style-type: none"> <li>• at least <b>four</b> from <b>food</b>: <ol style="list-style-type: none"> <li>a) meat dishes</li> <li>b) poultry dishes</li> <li>c) joints/whole birds</li> <li>d) vegetables/fruits</li> <li>e) vegetable dishes</li> <li>f) fish dishes</li> <li>g) sauces/soups</li> <li>h) egg dishes</li> <li>i) pasta dishes</li> <li>j) desserts</li> </ol> </li> </ul> Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony. |
| <b>ELEMENT 2PR5.2</b>                         | <b>Store cook-chill food</b>   |
| What you have to <b>DO</b> for Element 2PR5.2 | The assessor must assess statements 1-6 by directly observing the candidate's work.<br><br>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available.   |
| What you must <b>COVER</b> for Element 2PR5.2 | Evidence for the points under 'what you must cover' may be assessed through questioning or witness testimony.<br><br>These are; Problems <ul style="list-style-type: none"> <li>• at least <b>None</b> from <b>Problems</b> <ol style="list-style-type: none"> <li>a) Problems with equipment</li> <li>b) Problems with food</li> </ol> </li> </ul>  |

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|---|---|
| <b>Unit 2PR6</b>                              | <b>Cook-freeze food</b>   |
| <b>ELEMENT 2PR6.1</b>                         | <b>Portion, pack and blast-freeze food</b>  |
| What you have to <b>DO</b> for Element 2PR6.1 | The assessor must assess statements 1, 3-7 by directly observing the candidate's work.<br><br>The assessor may assess statement 2 through questioning or witness testimony if no naturally occurring evidence is available.   |
| What you must <b>COVER</b> for Element 2PR6.1 | There must be performance evidence, gathered through observing the candidate's work for: <ul style="list-style-type: none"> <li>• at least <b>four</b> from <b>food</b>: <ul style="list-style-type: none"> <li>a) meat dishes</li> <li>b) poultry dishes</li> <li>c) joints/whole birds</li> <li>d) vegetables/fruits</li> <li>e) vegetable dishes</li> <li>f) fish dishes</li> <li>g) sauces/soups</li> <li>h) egg dishes</li> <li>i) desserts</li> </ul> </li> </ul> Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony. |
| <b>ELEMENT 2PR6.2</b>                         | <b>Store cook-freeze food</b>   |
| What you have to <b>DO</b> for Element 2PR6.2 | The assessor must assess statements 1-5 by directly observing the candidate's work.<br><br>The assessor may assess statement 6 through questioning or witness testimony if no naturally occurring evidence is available.  |
| What you must <b>COVER</b> for Element 2PR6.2 | Evidence for the points under 'what you must cover' may be assessed through questioning or witness testimony.<br><br>These are; Problems <ul style="list-style-type: none"> <li>• at least <b>None</b> from <b>Problems</b> <ul style="list-style-type: none"> <li>a) Problems with equipment</li> <li>b) Problems with food</li> </ul> </li> </ul>   |

| Unit 2FPC1/10                                       | Prepare, cook and finish basic hot sauces   |
|---|---|
| <p>What you must <b>DO</b> for Element 2FPC1/10</p> | <p>The assessor must assess statements 1-5 by directly observing the candidate's work.</p> <p>For statement 6, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for 2FPC1/10</p>      | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least six from preparation, cooking and finishing methods <ul style="list-style-type: none"> <li>a) weighing/measuring</li> <li>b) chopping</li> <li>c) simmering</li> <li>d) boiling</li> <li>e) make roux</li> <li>f) passing/straining/blending</li> <li>g) skimming</li> <li>h) whisking</li> <li>i) adding cream</li> <li>j) adding thickening agents</li> <li>k) purée</li> <li>l) reducing</li> </ul> </li> </ul> <p>Candidates must demonstrate through performance that they can make <b>three</b> of the following <b>sauc</b>es, the remaining may be assessed through questioning or witness testimony;</p> <ul style="list-style-type: none"> <li>• white sauce (béchamel)</li> <li>• brown sauce (espagnole)</li> <li>• velouté</li> <li>• gravy sauce (eg jus lie, jus roti)</li> <li>• spiced based sauce (eg curry gravy)</li> <li>• purée</li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |



| Unit 2FPC2/10                                  | Prepare, cook and finish basic soups   |
|--|--|
| <p>What you must <b>DO</b> for 2FPC2/10</p>    | <p>The assessor must assess statements 1-5 by directly observing the candidate's work.</p> <p>For statement 6, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| <p>What you must <b>COVER</b> for 2FPC2/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>seven</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) weighing/measuring</li> <li>b) chopping</li> <li>c) simmering</li> <li>d) boiling</li> <li>e) passing/straining</li> <li>f) blending/liquidising</li> <li>g) sweating vegetable ingredients</li> <li>h) skimming</li> <li>i) adding cream</li> <li>j) garnishing</li> </ul> </li> </ul> <p>Candidates must demonstrate through performance that they can make <b>three</b> of the following <b>soups</b>, the remaining may be assessed through questioning or witness testimony.</p> <ul style="list-style-type: none"> <li>• broth</li> <li>• cream</li> <li>• purée</li> <li>• clear</li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC3/10                           | Make basic stock   |
|---|--|
| What you must <b>DO</b> for 2FPC3/10    | <p>The assessor must assess statements 1-6 by directly observing the candidate's work.</p> <p>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| What you must <b>COVER</b> for 2FPC3/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>five</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) weighing and measuring</li> <li>b) browning/roasting</li> <li>c) simmering</li> <li>d) boiling</li> <li>e) skimming</li> <li>f) straining</li> </ul> </li> </ul> <p>Candidates must demonstrate through performance that they can make <b>three</b> of the following stocks, the remaining may be assessed through questioning or witness testimony.</p> <ul style="list-style-type: none"> <li>• vegetable</li> <li>• chicken</li> <li>• fish</li> <li>• game</li> <li>• beef</li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC4/10                                  | Prepare, cook and finish basic rice dishes   |
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| <p>What you must <b>DO</b> for 2FPC4/10</p>    | <p>The assessor must assess statements 1,2,3,5 and 6 by directly observing the candidate's work.</p> <p>For statement 7, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statements 4 and 8 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for 2FPC4/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>three</b> from <b>rice</b> <ul style="list-style-type: none"> <li>a) long</li> <li>b) short</li> <li>c) round</li> <li>d) brown</li> </ul> </li> <li>• at least <b>five</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) soaking and washing</li> <li>b) boiling</li> <li>c) frying</li> <li>d) braising</li> <li>e) steaming</li> <li>f) stewing</li> <li>g) baking</li> <li>h) microwaving</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC5/10                                  | Prepare, cook and finish basic pasta dishes   |
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| <p>What you must <b>DO</b> for 2FPC5/10</p>    | <p>The assessor must assess statements 1-5 by directly observing the candidate's work.</p> <p>For statement 6, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for 2FPC5/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>three</b> from <b>pasta</b> <ul style="list-style-type: none"> <li>a) stuffed pasta</li> <li>b) shaped pasta</li> <li>c) lasagne</li> <li>d) dried pasta</li> <li>e) fresh pasta</li> </ul> </li> <li>• at least <b>four</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) blanching</li> <li>b) straining</li> <li>c) mixing</li> <li>d) boiling</li> <li>e) baking</li> <li>f) combining cooking methods</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC6/10                                  | Prepare, cook and finish basic pulse dishes   |
|--|---|
| <p>What you must <b>DO</b> for 2FPC6/10</p>    | <p>The assessor must assess statements 1-6 by directly observing the candidate's work.</p> <p>For statement 7, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 8 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for 2FPC6/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>pulses</b> <ul style="list-style-type: none"> <li>a) beans</li> <li>b) peas</li> <li>c) lentils</li> </ul> </li> <li>• at least <b>four</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) soaking and washing</li> <li>b) boiling</li> <li>c) braising</li> <li>d) steaming</li> <li>e) purée</li> <li>f) deep frying</li> <li>g) stewing</li> <li>h) baking</li> <li>i) combining with other ingredients</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning and witness testimony.</p> |

| <b>Unit 2FPC7/10</b>                           | <b>Prepare, cook and finish basic vegetable protein dishes</b>  |
|--|---|
| <p>What you must <b>DO</b> for 2FPC7/10</p>    | <p>The assessor must assess statements 1-5 by directly observing the candidate's work.</p> <p>For statement 6, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for 2FPC7/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>three</b> from <b>vegetable protein</b> <ul style="list-style-type: none"> <li>a) soya</li> <li>b) quorn</li> <li>c) seitan</li> <li>d) firm tofu</li> <li>e) soft tofu</li> </ul> </li> <li>• at least <b>six</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) soaking</li> <li>b) washing</li> <li>c) boiling</li> <li>d) braising</li> <li>e) steaming</li> <li>f) deep frying</li> <li>g) stewing</li> <li>h) straining</li> <li>i) roasting</li> <li>j) baking</li> <li>k) frying</li> <li>l) sautéing</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC8/10                                  | Prepare, cook and finish basic egg dishes  |
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| <p>What you must <b>DO</b> for 2FPC8/10</p>    | <p>The assessor must assess statements 1-5 by directly observing the candidate's work.</p> <p>For statement 6, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| <p>What you must <b>COVER</b> for 2FPC8/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>five</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) boiling</li> <li>b) whisking</li> <li>c) frying</li> <li>d) griddling</li> <li>e) poaching</li> <li>f) baking</li> <li>g) scrambling</li> <li>h) bain marie</li> </ul> </li> </ul> <p>Candidates must demonstrate through performance that they can make:</p> <ul style="list-style-type: none"> <li>• omelette</li> <li>• poached egg</li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC9/10                                  | Prepare, cook and finish basic bread and dough products   |
|--|---|
| <p>What you must <b>DO</b> for 2FPC9/10</p>    | <p>The assessor must assess statements 1-5 by directly observing the candidate's work.</p> <p>For statement 6, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for 2FPC9/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>bread and dough products</b> <ul style="list-style-type: none"> <li>a) enriched dough</li> <li>b) soda bread dough</li> <li>c) bread dough</li> <li>d) naan dough/pitta dough</li> <li>e) pizza dough</li> </ul> </li> <li>• at least <b>seven</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) weighing/measuring</li> <li>b) sieving</li> <li>c) mixing/kneading</li> <li>d) proving</li> <li>e) knocking back</li> <li>f) shaping</li> <li>g) baking</li> <li>h) frying</li> </ul> </li> <li>• at least <b>one</b> from <b>finishing methods</b> <ul style="list-style-type: none"> <li>a) glazing</li> <li>b) icing</li> <li>c) filling</li> <li>d) decorating</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony</p> |



| Unit 2FPC10/10                                  | Prepare, cook and finish basic pastry products   |
|---|--|
| <p>What you must <b>DO</b> for 2FPC10/10</p>    | <p>The assessor must assess statements 1-5 by directly observing the candidate's work.</p> <p>For statement 6, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| <p>What you must <b>COVER</b> for 2FPC10/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>three</b> from <b>pastry</b> <ul style="list-style-type: none"> <li>a) short</li> <li>b) sweet</li> <li>c) suet</li> <li>d) choux</li> <li>e) puff</li> <li>f) convenience</li> </ul> </li> <li>• at least <b>six</b> from <b>preparation methods</b> <ul style="list-style-type: none"> <li>a) weighing/measuring</li> <li>b) sifting</li> <li>c) rubbing in</li> <li>d) creaming</li> <li>e) resting</li> <li>f) piping</li> <li>g) rolling</li> <li>h) laminating/folding</li> <li>i) cutting/shaping/trimming</li> <li>j) lining</li> </ul> </li> <li>• at least <b>one</b> from <b>cooking methods</b> <ul style="list-style-type: none"> <li>a) baking</li> <li>b) steaming</li> <li>c) combining cooking methods</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC11/10                                  | Prepare, cook and finish basic cakes, sponges and scones   |
|---|--|
| <p>What you must <b>DO</b> for 2FPC11/10</p>    | <p>The assessor must assess statements 1-5 by directly observing the candidate's work.</p> <p>For statement 6, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 7 through questioning or witness testimony if no naturally occurring evidence is available</p>   |
| <p>What you must <b>COVER</b> for 2FPC11/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>twelve</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) using ready mix</li> <li>b) weighing/measuring</li> <li>c) creaming/beating</li> <li>d) whisking</li> <li>e) folding</li> <li>f) rubbing in</li> <li>g) greasing</li> <li>h) glazing</li> <li>i) portioning</li> <li>j) piping</li> <li>k) shaping</li> <li>l) baking</li> <li>m) filling</li> <li>n) rolling</li> <li>o) lining</li> <li>p) trimming/icing</li> <li>q) spreading/smoothing</li> <li>r) kneading</li> <li>s) dusting/dredging/sprinkling</li> <li>t) mixing</li> </ul> </li> </ul> |

| Unit 2FPC11/10 | Prepare, cook and finish basic cakes, sponges and scones   |
|----------------|--|
|                | <p>Candidates must demonstrate through performance that they can make <b>three</b> of the following:</p> <ul style="list-style-type: none"> <li>• cakes and sponges (eg fruit cake, rock cakes, Victoria sandwich, Swiss roll)</li> <li>• scones</li> <li>• Biscuits [eg shortbread and sponge biscuits]</li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC12/10                                  | Prepare, cook and finish basic grain dishes  |
|---|--|
| <p>What you must <b>DO</b> for 2FPC12/10</p>    | <p>The assessor must assess statements 1-6 by directly observing the candidate's work.</p> <p>For statement 7, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 8 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| <p>What you must <b>COVER</b> for 2FPC12/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>four</b> from <b>grain</b> <ul style="list-style-type: none"> <li>a) barley (pearl and pot)</li> <li>b) buckwheat</li> <li>c) corn/maize (polenta)</li> <li>d) oats</li> <li>e) millet</li> <li>f) wheat (bulgar, semolina, cous cous)</li> <li>g) quinoa</li> </ul> </li> <li>• at least <b>three</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) soaking</li> <li>b) boiling</li> <li>c) leaving covered</li> <li>d) baking</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| <b>Unit 2PR17</b>                    | <b>Prepare, cook and finish healthier dishes</b>   |
|--------------------------------------|--|
| What you must <b>DO</b> for 2PR17    | <p>The assessor must assess statements 1-4 by directly observing the candidate's work.</p> <p>The assessor may assess statements 5 and 6 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| What you must <b>COVER</b> for 2PR17 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>four</b> from <b>dish</b> <ul style="list-style-type: none"> <li>a) Meat/poultry</li> <li>b) Fish</li> <li>c) Vegetables/fruit</li> <li>d) Eggs</li> <li>e) Pasta/rice/grain/pulses</li> <li>f) Soups/sauces</li> <li>g) Pastry</li> <li>h) Bread/dough</li> <li>i) Sponges/cakes/biscuits/scones</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC14/10   | Prepare and cook basic cold and hot desserts  |
|--|---|
| <p>What you must <b>D</b><br/><b>Of</b> or 2FPC14/10</p> | <p>The assessor must assess statements 1-7 by directly observing the candidate's work.</p> <p>For statement 8, where there is no naturally occurring evidence for both 'holding' and 'serving', the assessor may assess the candidate through questioning or witness testimony for one of them (ie either holding <b>or</b> serving) but must observe the other.</p> <p>The assessor may assess statement 9 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for<br/>2FPC14/10</p>      | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>three</b> from <b>dessert</b> <ul style="list-style-type: none"> <li>a) ice cream</li> <li>b) mousse</li> <li>c) egg based</li> <li>d) batter based</li> <li>e) sponge based</li> <li>f) fruit based</li> <li>g) pastry based</li> </ul> </li> <li>• at least <b>five</b> from <b>preparation methods</b> <ul style="list-style-type: none"> <li>a) slicing</li> <li>b) creaming</li> <li>c) folding</li> <li>d) moulding</li> <li>e) mixing</li> <li>f) aeration</li> <li>g) addition of flavours/colours</li> <li>h) puréeing</li> <li>i) combining</li> <li>j) portioning</li> <li>k) chilling</li> </ul> </li> </ul> |

| Unit 2FPC14/10 | Prepare and cook basic cold and hot desserts   |
|----------------|--|
|                | <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>cooking methods</b> <ul style="list-style-type: none"> <li>a) boiling/poaching</li> <li>b) stewing</li> <li>c) baking</li> <li>d) combination cooking</li> <li>e) steaming</li> <li>f) bain marie</li> <li>g) frying</li> </ul> </li> <li>• at least <b>one</b> from <b>finishing methods</b> <ul style="list-style-type: none"> <li>a) filling</li> <li>b) glazing</li> <li>c) piping</li> <li>d) garnishing</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC15/10                                  | Prepare and present food for cold presentation  |
|---|---|
| <p>What you must <b>DO</b> for 2FPC15/10</p>    | <p>The assessor must assess statements 1-5 by directly observing the candidate's work.</p> <p>The assessor may assess statement 6 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| <p>What you must <b>COVER</b> for 2FPC15/10</p> | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least six from food products <ul style="list-style-type: none"> <li>a) bread products</li> <li>b) salads</li> <li>c) pre-prepared pies</li> <li>d) cooked red/white meat</li> <li>e) fish</li> <li>f) pre-prepared terrines</li> <li>g) pre-prepared patés</li> <li>h) cured meats</li> <li>i) shellfish</li> <li>j) vinaigrette</li> <li>k) cold sauces</li> </ul> </li> </ul> |

| Unit 2FPC15/10 | Prepare and present food for cold presentation  |
|----------------|---|
|                | <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>garnish ingredients</b> <ul style="list-style-type: none"> <li>a) fruit</li> <li>b) vegetables</li> <li>c) herbs</li> </ul> </li> <li>• at least <b>four</b> from <b>preparation methods</b> <ul style="list-style-type: none"> <li>a) slicing</li> <li>b) dressing</li> <li>c) garnishing</li> <li>d) portioning</li> <li>e) whisking</li> <li>f) combining ingredients</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

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| <b>Unit 2FPC16/10</b>                              | <b>Prepare, cook and finish Dim Sum</b>   |
| <b>Element 2FPC16/10.1</b>                         | <b>Prepare fillings for Dim Sum</b>   |
| What you must <b>DO</b> for Element 2FPC16/10.1    | The assessor must assess performance criteria 1-6 by directly observing the candidate's work.<br><br>The assessor may assess performance criteria 7 through questioning or witness testimony if no naturally occurring evidence is available.   |
| What you must <b>COVER</b> for Element 2FPC16/10.1 | There must be performance evidence, gathered through observing the candidate's work for: <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>prepare, cook and finish</b> <ul style="list-style-type: none"> <li>a) weighing/measuring</li> <li>b) chopping</li> <li>c) mixing</li> <li>d) portioning</li> </ul> </li> <li>• at least <b>two</b> from <b>ingredients</b> <ul style="list-style-type: none"> <li>a) raw fish and shell fish</li> <li>b) raw meat and poultry</li> <li>c) vegetables and vegetable products</li> <li>d) seasonings and sauces</li> <li>e) dried ingredients</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony</p> |
| <b>Element 2FPC16/10.2</b>                         | <b>Prepare dough and wrappers for Dim Sum</b>   |
| What you must <b>DO</b> for Element 2FPC16/10.2    | The assessor must assess performance criteria 1 — 6 by directly observing the candidate's work.<br><br>The assessor may assess performance criteria 7 through questioning or witness testimony if no naturally occurring evidence is available.   |
| What you must <b>COVER</b> for Element 2FPC16/10.2 | There must be performance evidence, gathered through observing the candidate's work for: <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>dough and wrappers</b> <ul style="list-style-type: none"> <li>a) dough</li> <li>b) won ton wrappers</li> <li>c) pastry based casing</li> <li>d) cheung fun</li> </ul> </li> </ul>   |



|  |   |
|--|---|
|  | <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) weighing/measuring</li> <li>b) mixing/kneading</li> <li>c) shaping</li> <li>d) combining with fats</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p>   |
| <b>Element<br/>2FPC16/10.3</b>                     | <b>Assemble and cook Dim Sum</b>  |
| What you must <b>DO</b> for Element 2FPC16/10.3    | <p>The assessor must assess performance criteria 1 – 9 by directly observing the candidate's work.</p> <p>The assessor may assess performance criteria 10 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| What you must <b>COVER</b> for Element 2FPC16/10.3 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>Dim Sum</b> <ul style="list-style-type: none"> <li>a) encased in dough</li> <li>b) encased in won ton wrappers</li> <li>c) cheung fun based</li> <li>d) pastry based</li> </ul> </li> <li>• at least <b>four</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) weighing/measuring</li> <li>b) shaping</li> <li>c) sealing</li> <li>d) steaming</li> <li>e) boiling</li> <li>f) frying</li> <li>g) baking</li> <li>h) combination cooking methods</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| Unit 2FPC17/10                           | Prepare, cook and finish noodle dishes  |
|--|---|
| What you must <b>DO</b> for 2FPC17/10    | <p>The assessor must assess performance criteria 1-6 by directly observing the candidate's work.</p> <p>The assessor may assess performance criteria 7 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| What you must <b>COVER</b> for 2FPC17/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• both from <b>noodles</b></li> <li>• at least <b>four</b> from <b>preparation and cooking methods</b> <ul style="list-style-type: none"> <li>a) soaking</li> <li>b) blanching</li> <li>c) straining</li> <li>d) mixing</li> <li>e) boiling</li> <li>f) steaming</li> <li>g) deep frying</li> <li>h) wok frying</li> <li>i) combining cooking methods</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony</p> |

| <b>Unit 2FPC18/10</b>                    | <b>Prepare and cook food using a Tandoor</b>  |
|--|---|
| What you must <b>DO</b> for 2FPC18/10    | <p>The assessor must assess performance criteria 1-5 and 7-10 by directly observing the candidate's work.</p> <p>The assessor may assess performance criteria 6 through questioning or witness testimony if no naturally occurring evidence is available.</p>   |
| What you must <b>COVER</b> for 2FPC18/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>food for cooking</b> <ul style="list-style-type: none"> <li>a) whole pieces of meat and fish</li> <li>b) kebabs</li> <li>c) bread</li> </ul> </li> <li>• at least <b>two</b> from <b>preparation methods</b> <ul style="list-style-type: none"> <li>a) marinating and coating</li> <li>b) forming onto skewers</li> <li>c) shaping</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| <b>Unit 2P&amp;C1/09</b>                | <b>Complete kitchen documentation</b>   |
|---|---|
| What you have to <b>DO</b> for 2P&C1/09 | <p>The assessor <b>must</b> assess statements 1-2 by directly observing the candidate's work.</p> <p>The assessor may assess statements 3, 4 and 5 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| What you must <b>COVER</b> for 2P&C1/09 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from relevant documents: <ul style="list-style-type: none"> <li>a) temperature charts</li> <li>b) food safety information</li> <li>c) accident report forms</li> <li>d) equipment fault reports</li> <li>e) stock usage report</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

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|---|--|
| <b>Unit 2P&amp;C2/09</b>                          | <b>Set up and close kitchen</b>  |
| <b>ELEMENT 2P&amp;C2/09.1</b>                     | <b>Prepare kitchen for food operations</b>   |
| What you have to <b>DO</b> for Element 2P&C2/09.1 | The assessor <b>must</b> assess statements 1, 2, 3 and 5 by directly observing the candidate's work.<br><br>The assessor may assess statement 4 through questioning or witness testimony if no naturally occurring evidence is available.  |
| What you must <b>COVER</b> for Element 2P&C2/09.1 | There must be performance evidence, gathered through observing the candidate's work for: <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>tools</b>: <ul style="list-style-type: none"> <li>a) knives</li> <li>b) utensils</li> </ul> </li> <li>• at least <b>five</b> from <b>kitchen equipment</b>: <ul style="list-style-type: none"> <li>a) oven/combination oven</li> <li>b) grill</li> <li>c) hob</li> <li>d) fryer</li> <li>e) microwave</li> <li>f) steamer</li> <li>g) fridge/freezer</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |
| <b>ELEMENT 2P&amp;C2/09.2</b>                     | <b>Prepare food items ready for operations</b>   |
| What you have to <b>DO</b> for Element 2P&C2/09.2 | The assessor <b>must</b> assess statements 1, 2, 3 and 5 by directly observing the candidate's work.<br><br>The assessor may assess statement 4 through questioning or witness testimony if no naturally occurring evidence is available.  |
| What you must <b>COVER</b> for Element 2P&C2/09.2 | There must be performance evidence, gathered through observing the candidate's work for: <ul style="list-style-type: none"> <li>• at least <b>one</b> from <b>establishment requirements</b> <ul style="list-style-type: none"> <li>a) number of customers</li> <li>b) menu requirements</li> </ul> </li> <li>• at least <b>two</b> from <b>ingredients</b>: <ul style="list-style-type: none"> <li>a) vegetables</li> <li>b) garnishes</li> <li>c) frozen products</li> <li>d) fresh high risk products</li> </ul> </li> </ul>  |

|   |   |
|---|---|
|   | <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>prepare:</b> <ul style="list-style-type: none"> <li>a) washing</li> <li>b) cutting</li> <li>c) defrosting</li> <li>d) weighing</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p>   |
| <b>ELEMENT<br/>2P&amp;C2/09.3</b>                 | <b>Close kitchen after operations</b>   |
| What you have to <b>DO</b> for Element 2P&C2/09.3 | <p>The assessor <b>must</b> assess statements 1,2,3,4 and 6 by directly observing the candidate's work.</p> <p>The assessor may assess statement 5 through questioning or witness testimony if no naturally occurring evidence is available.</p>  |
| What you must <b>COVER</b> for Element 2P&C2/09.3 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <ul style="list-style-type: none"> <li>• at least <b>two</b> from <b>tools:</b> <ul style="list-style-type: none"> <li>a) knives</li> <li>b) utensils</li> </ul> </li> <li>• at least <b>two</b> from <b>food storage equipment:</b> <ul style="list-style-type: none"> <li>a) fridge</li> <li>b) freezer</li> <li>c) dry store/larder</li> </ul> </li> <li>• at least <b>four</b> from <b>cooking equipment:</b> <ul style="list-style-type: none"> <li>a) oven/combination oven</li> <li>b) grill</li> <li>c) hob</li> <li>d) fryer</li> <li>e) microwave</li> <li>f) steamer</li> </ul> </li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning or witness testimony.</p> |

| 2GEN2/10                                | Order Stock  |
|---|--|
| What you must <b>DO</b> for 2GEN2/10    | The assessor must assess statements P1, P2 and P4 by direct observation.   |
| What you must <b>COVER</b> for 2GEN2/10 | <p>There must be performance evidence, gathered through observing the candidate's work for:</p> <p>C1 <b>Stock requirements</b> (<i>at least both from</i>)</p> <ul style="list-style-type: none"> <li>(a) product type required</li> <li>(b) amount required</li> </ul> <p>C2 <b>Required information</b> (<i>at least four from</i>)</p> <ul style="list-style-type: none"> <li>(a) quantity</li> <li>(b) product type</li> <li>(c) date for required delivery</li> <li>(d) contact details</li> </ul> <p>C3 Dispatch method (<i>at least one from</i>)</p> <ul style="list-style-type: none"> <li>(a) post</li> <li>(b) fax</li> <li>(c) computer</li> <li>(d) in person</li> <li>(e) telephone</li> </ul> <p>C4 <b>Problems</b> (<i>at least none from</i>)</p> <ul style="list-style-type: none"> <li>(a) quantity</li> <li>(b) time</li> <li>(c) non-delivery</li> <li>(d) availability</li> <li>(e) type</li> <li>(f) quality</li> </ul> <p>Evidence for the remaining points under 'what you must cover' may be assessed through questioning, witness testimony or simulation.</p> |

| <b>1FPC8/10</b>                         | <b>Cook and Finish Simple Bread and Dough Products</b>  |
|---|---|
| What you must <b>DO</b> for 1FPC8/10    | The assessor must assess statements P1–P4 by direct observation.  |
| What you must <b>COVER</b> for 1FPC8/10 | <p>There must be performance evidence, gathered through observing the candidate’s work for:</p> <p><b>C1 Bread and dough product</b> (at least <b>one</b> from)</p> <ul style="list-style-type: none"> <li>(a) freshly made dough</li> <li>(b) ready made par-cooked dough</li> </ul> <p><b>C2 Preparation and finishing methods</b> (at least <b>two</b> from)</p> <ul style="list-style-type: none"> <li>(a) baking</li> <li>(b) reheating</li> <li>(c) glazing</li> </ul> <p>Evidence for the remaining points under ‘what you must cover’ may be assessed through questioning, witness testimony or simulation.</p> |

| <b>Unit 2PR22</b>   |  | <b>Liaise with care team to ensure that an individual's nutritional needs are met</b>                  |  |
|---|--|--|--|
| <b>Learning outcomes</b>  |  | <b>Example Assessment Methods</b>  | <b>Examples of Evidence</b>  |
| 1 Be able to work with care team staff to ensure that clients in the care sector and patients in hospitals receive adequate nutrition and hydration |  | Observation<br>Products of work<br>Witness testimony<br>Professional discussion<br>Candidate statement | Observation sheets<br>Videos/photos<br>Notes of meetings with line manager<br>Maintenance records<br>Team briefing notes<br>Work schedules<br>Witness statements<br>Records of professional discussion |
| 2. Understand how to identify needs and develop plans so that appropriate food and drink is developed and delivered                                 |  | Oral questions<br>Written questions<br>Reflective account<br>Professional discussion                   | Records of oral questioning<br>Question/answer sheets<br>Reflective account<br>Records of professional discussion<br>Cross reference to outcome 1  |

Should evidence for the following contingency assessment criteria not occur during the period of assessment, alternative assessment methods may be used.

| <b>Contingencies</b>   | <b>Alternative Assessment Methods</b>  | <b>Examples of evidence</b>  |
|--|--|--|
| 3 Seeking additional help where the needs are outside your scope of responsibility and expertise | Simulation<br>Oral questions<br>Written questions<br>Professional discussion | Observation sheet<br>Video<br>Question/answer sheets<br>Records of professional discussion |



| <b>Unit 1PR26</b>        |   | <b>Prepare meals to meet relevant nutritional standards set for school meals</b>                       |  |
|--------------------------|---|--|--|
| <b>Learning outcomes</b> |   | <b>Example Assessment Methods</b>  | <b>Examples of Evidence</b>  |
| 1                        | Produce dishes which meet the relevant nutritional standards and specifications set for school meals services | Observation<br>Products of work<br>Witness testimony<br>Professional discussion<br>Candidate statement | Observation sheets<br>Videos/photos<br>Notes of meetings with line manager<br>Maintenance records<br>Team briefing notes<br>Work schedules<br>Witness statements<br>Records of professional discussion |
| 2                        | Understand the requirements needed to meet the relevant nutritional standards                                 | Oral questions<br>Written questions<br>Reflective account<br>Professional discussion                   | Records of oral questioning<br>Question/answer sheets<br>Reflective account<br>Records of professional discussion<br>Cross reference to outcome 1  |

Should evidence for the following contingency assessment criteria not occur during the period of assessment, alternative assessment methods may be used.

| <b>Contingencies</b> |  | <b>Alternative Assessment Methods</b>  | <b>Examples of evidence</b>  |
|----------------------|--|--|--|
| 3                    | Report any problems with meeting the nutritional standards to the appropriate person | Simulation<br>Oral questions<br>Written questions<br>Professional discussion | Observation sheet<br>Video<br>Question/answer sheets<br>Records of professional discussion |

