



**NATIONAL COMPETENCY STANDARDS &
COMPETENCY BASED TRAINING CURRICULUM**

PROFESSIONAL COOKERY

(Competency Standard Code: H55S010)



**Developed and Validated by;
National Apprenticeship & Industrial Training Authority
971, Sri Jayawardenepura Mawatha,
Welikada,
Rajagiriya.**



**Endorsed by;
Tertiary & Vocational Education Commission
"Nipunatha Piyasa",
354/2, Elvitigala Mawatha,
Colombo 05.**

**Minister of Science, Technology, Research, Skills Development and Vocational
Training & Upcountry Heritage**

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**MINISTER OF SCIENCE, TECHNOLOGY, RESEARCH, SKILLS
DEVELOPMENT AND VOCATIONAL TRAINING & UPCOUNTRY
HERITAGE**

PREFACE

National Competency Standards (NCS) and curriculum are an essential element for the implementation of a unified Technical and Vocational Education & Training System for Sri Lanka and forms the basis for the National Vocational Qualification Framework of Sri Lanka, which provides for the award of nationally and internationally recognized qualifications. The NCS are developed in consultation with industry and are designed using a nationally agreed specific format to maintain uniformity and consistency of standards amongst occupations.

The NCS specify the standards of performance of a competent worker and the various contexts in which work may take place. NCS also describe the knowledge, skills and attitudes required in a particular occupation. NCS and curriculum provide explicit advice to assessors and employers regarding the knowledge, skills and attitudes to be demonstrated by the candidates seeking formal recognition for the competencies acquired either following training or through work experience.

NCS focus on what is expected of a worker in the workplace and the curriculum focus the learning process.

- NCS stress upon the ability to transfer and apply knowledge and skills to new situations and environments.
- In NCS and curriculum the emphasis is upon outcomes and upon the application of knowledge and skills, not just the specification of knowledge and skills.
- NCS and curriculum are concerned with what people are able to do and the ability to do a task in a range of contexts.
- NCS and curriculum include all aspects of workplace performance and not only narrow task skills. NCS can serve a number of purposes including:
 - Providing advice to curriculum developers about the knowledge, skills and attitudes to be included in the curriculum.
 - Providing specifications to Competency Based Assessors about the knowledge, skills and attitudes to be demonstrated by candidates.
 - Providing advice to industry about job functions, which in turn can be used for the development of job descriptions, performance appraisal systems and work flow analysis.

The lead organization for the development of NCS and curriculum is the National Apprentice & Industrial Training Authority. The standards so developed are endorsed by the Tertiary & Vocational Education Commission as National Documents.

There is a requirement to review the standards within the prescribed period as appropriate as and when required, with the assistance of relevant industry groups and incorporate the changes in the National Competency Standards.

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National Apprentice & Industrial Training
Authority

Mrs. Malkanthi Jayawardhana
Director General
Tertiary & Vocational Education
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ACKNOWLEDGMENT

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Occupational Outlook

Job Description

Commis (Professional Cookery) is the person who prepare and cook food according to recipes, quality and presentation standards, safely and appropriately ensuring compliance with food safety handling policies and procedures, including personal hygiene procedures and report issues to management.

Responsibilities

- Support Chef de Partie or Demi Chef de Partie in the daily operation and work
- Work according to the menu specifications by the Chef de Partie
- Keep work area at all times in hygienic conditions according to the rules set by the hotel
- Control food stock and food cost in your section
- Prepare the daily mis-en-place and food production in different sections of the main kitchen or satellites
- Follow the instructions and recommendations from the immediate Superiors to complete the daily tasks
- Ensure the highest standards and consistent quality in the daily preparation and keep up to date with the new products, recipes and preparation techniques
- Coordinate and participate with other sections of requirements, cleanliness, wastage and cost control

Career and Employment Opportunities in Cookery

Trainees who have completed this competency level in Commis (Professional Cookery) NVQ Level 4 can seek entry level employment. Trainees can gain employment or continue into higher NVQ levels in a variety of areas related to Cookery.

Career paths include, but are not limited to:

- Demi Chef De Partie
- Chef De Partie
- Senior Chef De Partie
- Sous Chef
- Chef De Cuisiène
- Executive Chef

NATIONAL CERTIFICATE AT NVQ LEVEL 02 IN THE OCCUPATION OF Professional Cookery (Code No: H55S010)																					
1. Endorsement date: 27.08.2018	2. Date of review: 31.05.2024																				
3. Qualification Code:	H55S010Q1L2																				
4. Purpose of the Qualification	To certify that the holder of this qualification has acquired the competencies contained in the units listed in section 6 below.																				
5. Regulations for the Qualification	The holder should have been assessed by a licensed assessor and found competent in the units listed in section 6 and certified by the TVEC																				
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National Competency Standard and Curriculum For Professional Cookery

10. Transition Arrangements	The competency based assessments shall be undertaken by the registered assessors until TVEC arranges to issue licenses to the assessors
11. Contact for Comments	
12. Prerequisite	The candidate should have been found competent in “Basic Competencies to work” to be eligible for the award of this qualification. The candidate may concurrently apply for” Basic Competencies to Work “and this qualification.

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1. Endorsement date: 27.08.2018	2. Date of review: 31.05.2024																										
3. Qualification Code:	H55S010Q2L3																										
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National Competency Standard and Curriculum For Professional Cookery

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**NATIONAL COMPETENCY STANDARD & COMPETENCY BASED TRAINING
CURRICULUM
For
PROFESSIONAL COOKERY**

(Competency Standards Code: H55S010)

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Section 1

NATIONAL COMPETENCY STANDARD

Professional Cookery

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Season / marinate food items	H55S010U14	31
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➤ **Packaging for National Vocational Qualifications (NVQ)**

- National Certificate at NVQ Level 02 (Two) in the occupation of Professional Cookery will be awarded to those who are competent with these units U01+ U02+ U03+ U04+ U05+ U06+ U07+ U08+ U09 – H55S010Q1L2
- National Certificate at NVQ Level 03 (Three) in the occupation of Professional Cookery will be awarded to those who are competent with this units U01 + U02 +U03 +U04+U05+U06+U07+U08+U09+U10+U11+U12 - H55S010Q2L3
- National Certificate at NVQ Level 04 (Four) in the occupation of Professional Cookery will be awarded to those who are competent with this units U01 + U02 +U03 +U04+U05+U06+U07+U08+U09+U10+U11+U12+U13+U14+U15 - H55S010Q3L4

Unit Title	Practice workplace communication and interpersonal relations	
Unit Descriptor	This unit covers the competencies required to co-operate with others, interact effectively and deal with information within the workplace	
Code	H55S010U01	
Element	Performance Criteria	
1. Co-operate with others in performing work	1.1	Work is performed in co-operation with others in a friendly & courteous manner
	1.2	Verbal and non-verbal communication are used appropriately
	1.3	Ideas, opinions and interactions are shared & respected appropriately
	1.4	Work is performed in co-operation with others and related technical staff appropriately
2. Work with people of diverse backgrounds	2.1	People of a variety of backgrounds are accepted without prejudice
	2.2	Respect for cultural, ethnic and gender differences are practised appropriately
3. Obtain record and convey workplace information	3.1	Effective questioning, active listening reading and speaking skills are used to gather information
	3.2	Information and ideas are transferred without distortion
	3.3	Work place interaction is conducted in a courteous manner
	3.4	Approved work instructions are obtained and followed in appropriate manner
	3.5	Collected information is recorded for easy reference
4. Fill work related documents	4.1	Work related forms and formats is identified appropriately
	4.2	Range of forms and formats relating to work is filled, appropriately
	4.3	Reporting requirements to supervisor is completed accurately in accordance with organizational guide lines and timelines.

Range / Context:

The work connected to this unit may take place in a workplace. Communication will include verbal, non-verbal, written, printed and electronic forms. It applies to individuals, groups and co-workers as well as others.

Critical aspects

The assessment must confirm that the candidate is able to;

- Obtain accurate information from customer/superior/co-workers
- Convey information to relevant parties accurately
- Record information accurately

The following tools, equipment & material (pertaining to the department) are included within this unit.

Tools and equipment

- Stationery
- Telephones and other electronic media

Materials (Documents/References/Standards)

- Charts
- Graphics
- Memos
- Formats & Forms (Time Record sheets, Quality record sheets and material order sheets)
- Standard Organizational Procedures , accepted ethical standards and norms

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Safety symbols & procedures
- Basic adaptive language relevant to workplace and type of work
- Organisation's rules, regulations and procedures
- General norms of polite conduct
- Forms of address appropriate to customers and persons in different positions
- Basic knowledge of customs and practices of different ethnic and religious groups
- Good telephone manners
- Basic understanding of gender issues
- Basic knowledge of new trends in Hotel and Tourism Industry

Skills

- Speak clearly in mother tongue and express varied ideas
- Write clearly and legibly in mother tongue
- Understand basic adaptive language relevant to the workplace
- Write simple explanations in English language
- Effective Communication
- Good telephone skills
- Perform simple calculations
- Make simple sketches

Unit Title	Apply occupational literacy and numeracy		
Unit Descriptor	This unit covers the competencies required to apply literacy and numeracy to participate effectively in activities in the workplace		
Code	H55S010U02		
Element	Performance Criteria		
1. Employ basic mathematics to complete work tasks and solve problems	1.1	Calculation skills are demonstrated using whole numbers, fractions, decimals and percentages manually and with calculators.	
	1.2	Key concepts and principles of mathematics are applied to understand and solve workplace calculations.	
	1.3	Calculation skills are demonstrated to find areas and volumes	
2. Communicate ideas in writing	2.1	Adequate vocabulary is maintained for everyday tasks according to nature of work	
	2.2	Written materials are produced to convey intended message in familiar work context	
	2.3	Appropriate units, codes and symbols are selected according to purpose of written material	
3. Read range of written materials	3.1	Adequate vocabulary is maintained to read range of written materials according to workplace requirements	
	3.2	Appropriate units, codes and symbols are interpreted for the purpose of reading	
	3.3	Information is gained from text integrated with own knowledge in order to create meaning	

Range / Context:

The work connected to this unit may take place in a classroom / kitchen / simulated appropriate environment.

Critical aspects

The assessment must confirm that the candidate is;

- Interpret written material accurately
- Convey ideas clearly and correctly
- Adopt appropriate method in mathematical calculations

The following tools, equipment & material are included within this unit.

Tools and equipment

- Stationaries
- Paper/notebooks
- Calculator and electronic media

Materials (Documents/References/Standards)

- Charts
- Manuals
- Memos

- Formats & Forms (Time Record sheets, Quality record sheets, Colour codes and material order sheets, standard specification formats)
- Accepted rules of grammar and syntax
- Fundamental principles of mathematics

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Grammar, spelling and syntax in mother tongue
- Basic English grammar, spelling and syntax
- Mathematical representation of physical quantities
- Basic Mathematics
- Adequate technical vocabulary in English
- Basic knowledge of new trends in Hotel and Tourism Industry

Skills

- Write clearly, legibly and correctly in mother tongue
- Understand basic adaptive language relevant to the workplace
- Simple sentences in English
- Perform simple calculations

Unit Title	Work in teams		
Unit Descriptor	This unit covers the competencies required to work collaboratively and in cooperation with others, and identify roles & responsibilities of members of a team		
Code	H55S010U03		
Element	Performance Criteria		
1. Describe team role and scope	1.1	Formal and informal teams and their roles and limitations are identified in the workplace	
	1.2	Responsibilities, characteristics and relationship of team members are identified to accomplish team goals	
2. Participate as a team member	2.1	Different forms of communication are used with team members to contribute to team objectives	
	2.2	Appropriate contribution is made to the team to meet team goals	
	2.3	Safety of team members is ensured when performed work operations appropriately	
	2.4	Different viewpoints and ideas are respected as required to meet team goals	
	2.5	Collective decisions are accepted as required to meet team goals	
3. Maintain productive group relations	3.1	Individual's role and responsibility within the team is clearly identified	
	3.2	Other's roles and responsibilities are identified and understood	
	3.3	Harmonious relations are maintained within the team and with others	

Range / Context:

The performance of activities included in this unit may take place in a workplace and will include but not be limited to identifying individual's and other's roles and responsibilities within the team and maintaining harmonious relations.

Critical aspects

The assessment must confirm that the candidate is;

- Achieve team goals and individual goals
- Follow designated work plan for the job

The following tools, equipment & material are included within this unit.

Tools and equipment

- Depending on the job assigned to the team for the purpose of assessing this unit, required tools, equipment and material will be provided.

Materials

(Documents/References/Standards)

- Work plans
- Manuals
- Handbooks
- General rules and norms guiding team behaviour

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Simple concepts of team behaviour
- Elementary group dynamics
- Basic knowledge in social and demographic structures

Skills

- Work effectively and comfortably as a member of a team

UNIT TITLE	Prepare mise en place		
UNIT DESCRIPTOR	This unit covers the competencies required to prepare for cooking while ensuring personal and equipment hygiene.		
CODE	H55S010U04		
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA		
1. Arrange utensils tools, equipment and glassware	1.1	Utensils, tools, equipment and glassware are identified and arranged as per the requirements.	
	1.2	Cleanliness of utensils, glassware, tools and equipment are ensured before use.	
2. Prepare and arrange ingredients	2.1	Ingredients are identified and arranged as per the requirements.	
	2.2	Cleanliness of ingredients are ensured before use.	
	2.3	Ingredients are weighed, measured and prepared as per the requirements.	
3. Prepare dairy, dry goods, fruits and vegetables	3.1	Vegetables and fruits are cleaned, peeled and/or prepared as required for recipe.	
	3.2	Dairy products are correctly handled and prepared as required for recipe.	
	3.3	Dry goods are measured/weighed, sifted where appropriate.	
	3.4	Vegetables and fruits are cut according to desired shapes and sizes.	
4. Prepare meat, seafood and poultry	4.1	Meat is trimmed, minced or sliced and prepared correctly.	
	4.2	Seafood is cleaned and prepared correctly, according to menu requirements.	
	4.3	Poultry is trimmed and prepared correctly.	
	4.4	Meat, seafood and poultry are prepared and portioned according to size and/or weight.	

RANGE STATEMENT

Work connected to this unit may take place in the kitchen.

Term “Mise en place” is used for: Pre-preparation for cooking

Critical aspects

The assessment must confirm that the candidate is;

Organise and be preparing to cook general range of foods and beverages efficiently.

The following tools, equipment & material are included within this unit.

Tools and equipment

- Kitchen utensils
- Chopping board
- Knives
- Chopper
- Slicer
- Mincer
- Tenderizer
- Kitchen hammer
- Trays
- Glassware
- Blenders
- Chillers / Freezer / Refrigerators
- Sharpener
- Moulds
- Scissors
- First aid box
- Wire brush
- Skewers.
- Personal protective equipment (Gloves, Hair clips, Masks, Apron, Boots)

Materials

(Documents/References/Standards)

- Fish / meat
- Vegetables and fruits
- Aluminium foil
- Vacuum pack
- Wrappings
- Portioning bags and boxes
- Menu
- Standard recipes
- Material requisitions
- Kitchen Order Ticket
- Function sheet, stock sheet, check lists
- Transfer forms
- Production report

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Kitchen organization
- Hygiene and sanitization
- Occupational health and safety
- Ingredients
- Kitchen utensils, tools, equipment and glass wares
- Menus and standard recipe
- Standard operating procedures
- Standard forms and formats
- Introduction to hotel industry
- Logical and time efficient work flow
- Record keeping
- Literacy and numeracy

Skills

- Ensure equipment is clean, safely assembled and ready for use
- Assemble and prepare ingredients in required form, quantity and within time frame as per given menu/meal plan
- Clean, peel and/or prepare vegetables and fruits
- Handle and prepare dairy products
- Apply food preparation methods as required for menu items.
- Trim, mince or slice and prepare meat
- Clean and prepare fish and seafood
- Trim and prepare poultry
- Fillet fish
- Soft skills (Communication, Team work, Interpersonal relationships)
Use knife safely and efficiently

UNIT TITLE	Practice occupational health and safety measures	
UNIT DESCRIPTOR	This unit covers the competencies required to follow occupational health and safety procedures while identifying the key safety hazards within the work area.	
CODE	H55S010U05	
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA	
1. Follow health and safety rules/procedures	1.1	Hazards/risks in the work place are described in accordance with organization's requirement.
	1.2	Workplace safety and hazard control practices & procedure are explained and followed based on organization's procedures.
2. Minimize health or safety risks	2.1	Hazards are recognized, identified and reported promptly.
	2.2	Proper material handling procedures and instructions are followed in accordance with organization's requirements and manufacturer's instructions.
	2.3	Materials are used/ handled appropriately and safely as specified.
	2.4	Appropriate safety gear are used/worn according to organization's requirement & manufacturer's instructions.
	2.5	Emergency exit plan, emergency protection area and fire exits are identified as specified.
	2.6	Basic first aid procedures are performed as needed.
	2.7	Different fire protection equipment and material and their methods of use are identified as required for different types of fires.
	2.8	Ergonomic parameters are followed in work practices.
	2.9	Daily and weekly safety & health check list is

		followed as per organization requirement.
	2.10	Occupational diseases prevention is demonstrated to assure better health condition.
3. Maintain health and safety procedures	3.1	Hazard prevention drills, first aid and safety trainings are participated in as per organization's guidelines and procedures.
	3.2	Health and safety and health incidents are reported related to work place requirement.
	3.3	Good housekeeping practices are identified as per work place requirement.
4. Adhere to good environmental practices	4.1	Environmental pollution issues are demonstrated to minimize the pollution related to the industry.
	4.2	Solid waste generation and management activities are identified to minimize the waste.
	4.3	Understanding of cleaner production concepts are demonstrated the methods to reach cleaner production.
	4.4	Environment safety aspects are followed to minimize the accident and acknowledge the rules and regulations.

RANGE STATEMENT

Work connected to this unit may take place in a workplace, and will include but not be limited to identifying potential hazards, taking effective preventive action to control or minimize such hazards, using personal protective equipment, using fire extinguishers and maintaining records of safety related activities.

Elaboration of terms in performance criteria

- **Hazards** in PC 2.1 may include electrical, physical, chemical, biological, fire, curve glasses/convex mirrors
- **Basic first aid procedures** in PC 2.6 may include but not be limited to treatment of minor cuts, bruises and burns, applying bandages and tourniquets, and neutralizing the effects of corrosive substances.

Critical aspects

The assessment must confirm that the candidate is;

- Identify potential hazards
- Take appropriate actions to minimize risks and protect the environment

The following tools, equipment & material are included within this unit.

Tools and equipment

- Appropriate machine guards
- Machine and safety devices
- Safety shoes
- Safety boots
- Aprons
- Goggles
- Gloves
- First aid box with essential items and approved medicines
- Fire protection equipment

Materials

(Documents/References/Standards)

- Safety signs and symbols
- Posters
- Coloured tape and paint
- Occupational health and safety standards
- No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002
- Manufacturer's manuals / instructions
- Workplace organization standards
- ISO standards

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Common workplace hazards
- Fire safety
- Organization's procedures and safety check lists with regard to health and safety
- Methods of minimizing health risks and preventing accidents and dangerous occurrences
- First aid
- Personal protective equipment for use in different situations
- Identify symptoms of communicable diseases / occupational diseases
- Safety signs and symbols
- Unsafe actions and unsafe conditions
- Safety devices
- Emergency response
- Awareness and sensitivity about the environment and environmental quality

Skills

- Identify potential hazards in the workplace
- Provide basic first aid when required
- Use appropriate personal protective equipment

UNIT TITLE	Follow food safety practices	
UNIT DESCRIPTOR	This unit covers the competencies required to follow food safety practices adhering to the standard operating procedures and company norms.	
CODE	H55S010U06	
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA	
1. Handle foods safely	1.1	Processes and practices are identified which are not consistent
	1.2	Corrective actions are taken and reported, within level of responsibility
	1.3	Fresh/frozen/dry canned foods are handled adhering to standard procedures.
2. Comply personal hygiene standards	2.1	Personal hygiene is maintained as per the hygiene standards.
	2.2	Health conditions and/or illness are reported, to the relevant authority.
	2.3	Appropriate clothing and footwear is worn as per the standard organizational procedures.
3. Clean food handling area	3.1	Workplace is maintained cleanly and tidily in order to meet workplace requirements.
	3.2	Measures are taken to prevent pests entering food premises.
	3.3	Indicators of pest presence are identified and reported.
4. Dispose food waste	4.1	Waste foods are separated according to the standard procedure
	4.2	Separated food waste are disposed appropriately ensuring safe environment.

RANGE STATEMENT

Work connected to this unit may take place in a kitchen.

Elaboration of terms in performance criteria

- **Processes and practices** in PC 1.1 may include: Maintain proper temperature (Freezer & Chillers), Cross contamination, Internal temperature of cooked meat, Hot holding and Cold holding temperature, First Expiry First Out

Critical aspects

The assessment must confirm that the candidate is;

- Adhering to standards relevant to the food safety.

The following tools, equipment & material are included within this unit.

Tools and equipment

- Personal protective equipment
- Waste disposal bins
- Cleaning materials and equipment

Materials

(Documents/References/Standards)

- Occupational health and safety standards
- No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002
- Manufacturer's manuals / instructions
- Workplace organization standards
- ISO standards
- Material Safety Data Sheets

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Appropriate bandages and dressings to be used for wounds
- Clothing and footwear requirements for working in and/or moving between food handling areas
- Food disposal requirements
- Food safety requirements and procedures
- Food Safety Standards

Skills

- Carry out workplace responsibilities to meet the requirements of the food safety program relating to own work
- Correct situations or procedures that do not meet the food safety program, within the limits of work responsibility
- Handle and dispose of recalled or contaminated food, waste and recyclable material
- Handle, clean and store equipment, utensils, packaging materials and similar items
- Identify and report signs of pest infestation
- Maintain personal hygiene
- Maintain the work area in a clean and tidy state

UNIT TITLE	Perform methods of cooking		
UNIT DESCRIPTOR	This unit covers the competencies required to use methods of cooking.		
CODE	H55S010U07		
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA		
1. Select utensils, tools and equipment	1.1	Appropriate utensils, tools and equipment are identified for particular cooking method.	
	1.2	Cleanliness of tools and equipment are ensured before use.	
2. Use methods of cooking	2.1	Cooking method is selected as per the requirement.	
	2.2	Quantities and ratios of commodities for specific cookery method is calculated accurately to suit the requirements.	
	2.3	Cooking process is completed as selected.	
	2.4	Problems with the cooking process, are identified promptly and corrective actions taken according to the standard practices.	
	2.5	Dishes are prepared using a range of methods.	

RANGE STATEMENT

Work connected to this unit may take place in a kitchen.

Elaboration of terms in performance criteria

- **Cooking method** in PC 2.1 may include; boiling, poaching, steaming, stewing, braising, roasting, baking, grilling, shallow frying, deep frying, pot roasting, paper bag, microwave.

Critical aspects

The assessment must confirm that the candidate is;

- Prepare dishes within realistic time constraints using a range of cookery methods

The following tools, equipment & material are included within this unit.

Tools and equipment

- Electric, gas or induction ranges
- Ovens
- Microwaves
- Grills and griddles
- Deep fryers
- Salamanders
- Food processors
- Blenders
- Mixers
- Slicers
- Tilting fry pan/ brat pan
- Steamers

Materials

(Documents/References/Standards)

- Occupational health and safety standards
- No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002
- Manufacturer's manuals / instructions
- Workplace organization standards
- ISO standards
- Practical cookery by kinton and ceserani

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Food classification for the major food groups
- Characteristics of a range of equipment
- Characteristics of different foods and appropriate cookery methods
- Principles of basic methods of cookery
- Culinary terms
- Hygiene and sanitization
- Occupational health and safety
Safe work practices

Skills

- Demonstrate the appropriate cookery methods
- Identify and use appropriate tools and equipment correctly

UNIT TITLE	Prepare beverages		
UNIT DESCRIPTOR	This unit covers the competencies required to prepare beverages economically, under hygienic conditions, ensuring safety, using related tools, equipment & ingredients		
CODE	H55S010U08		
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA		
1. Prepare work area.	1.1	Personal hygiene and grooming standards are maintained as per standard operating procedure.	
	1.2	Work assignment is obtained from authorized person as per standard operating procedure.	
	1.3	Cleanliness of the work area and equipment are ensured as per standard operating procedure.	
	1.4	Suitability of equipment are ensured as per recipe / requirement.	
	1.5	Proper functioning of equipment are ensured as per safety standards/ manufacturer's manuals.	
2. Select Ingredients	2.1	Quality and freshness of ingredients are checked as per purchasing specifications.	
	2.2	Ingredients are selected ensuring quantity and quality as per recipe.	
	2.3	Hygienic standards are maintained while transporting ingredients.	
	2.4	Proper cut of food items is ensured as per recipe.	
	2.5	Proper portion size is ensured as per standard operating procedure.	
3. Prepare and deliver beverages	3.1	Beverages are prepared using appropriate methods as per the standard operating procedure.	
	3.2	Prepared beverage items are stored ensuring correct storing condition.	
	3.3	Stored beverage item is delivered as per the requirement.	

RANGE STATEMENT

Work connected to this unit may take place in a kitchen.

Beverages included in this unit may:

- **Espresso coffee range**
- Coffee
- Tea
- Hot and Cold Chocolate
- Fresh fruit juice
- Lassies
- Milkshakes
- Smoothies

Critical aspects

The assessment must confirm that the candidate is;

- Avoid contamination
- Adhere to standard recipe

The following tools, equipment & material are included within this unit.

Tools and equipment

- Boiler
- Blender
- Coffee percolator
- Espresso machine
- Weighing machine (scale)
- Refrigerator
- Juice extractor
- Aluminium foil
- Strainer
- Garbage bins
- Fly killer
- Peeler
- Stove
- Colour coded chopping board
- Knives
- Fire extinguisher (Carbon dioxide)
- Mixing utensils
- Measuring jug
- Ice cube making machine
- Ice crusher
- Slicer
- Grater
- Thermometer
- Cutlery
- Crockery and glass ware
- Moulds
- Menu display board
- Ice buckets
- Ice tongs
- Service tongs
- Cling film
- Ice cream scoop
- Squeezer
- Personal protective equipment
- Rubber gloves
- Garnishing tools

Materials

(Documents/References/Standards)

- Linen
- Sugar
- Salt
- Pepper
- Milk
- Tea
- Coffee
- Cordial
- Water
- Fruit
- Ice cream
- Whipped cream
- Chocolate
- Essences
- Flavours
- Coffee beans
- Lime
- Spices
- Ice
- Menu
- Recipes
- Material requisitions
- Kitchen Order Ticket
- Function sheet, stock sheet, Mis en place check list
- Occupational health and

- safety standards
- No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002
- Manufacturer's manuals / instructions
- Standard Organizational Procedures
- ISO standards
- Practical cookery by kinton and ceserani

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Kitchen functions
- Awareness of the work procedures of a kitchen
- Operating of Espresso Machine
- Different types of glass wares
- Purpose of different ingredients and usage
- Standard recipes for beverages
- Different cooking methods
- Hygienic conditions applicable to a kitchen
- Conditions for storage of ingredients and finished products
- Presentation/display final product as per standard operating procedure
- Expiry dates of ingredients
- Time management according to the work plan
- Customer preferences
- Reporting procedure when work is interrupted

Skills

- Handle subordinates
- Identify and select ingredients
- Operate Espresso Machine
- Weighing of ingredients
- Mise-en-place (pre-preparations)
- Safe use and handling of material and equipment
- Adhere to time schedule
- Presentation/display skill
- Economical use of material
- Interpersonal relationships
- Ability to read and understand manuals
- Follow standard operating procedure
- Selection of appropriate service utensils
- Time and temperature coordination while preparation
- Ability to use correct methods of cooking

UNIT TITLE	Prepare sandwiches		
UNIT DESCRIPTOR	This unit covers the competencies required to prepare and present sandwiches.		
CODE	H55S010U09		
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA		
1. Make sandwiches	1.1	Bases are selected from a range of bread types.	
	1.2	Ingredients for fillings are selected and combined accordingly	
	1.3	Sandwiches are presented using techniques of spreading, layering, piping, portioning, moulding and cutting.	
	1.4	Equipment for toasting and heating are appropriately selected and correctly used.	
2. Store sandwiches	2.1	Storing method is identified as per the requirement.	
	2.2	Sandwiches are stored at its correct temperature to maintain freshness and quality.	

RANGE STATEMENT

Work connected to this unit may take place in a kitchen.

Sandwiches may be:

- Conventional
- Club sandwiches
- Finger
- Open
- Book maker
- Rainbow sandwiches
- Pin wheel sandwiches

Critical aspects

The assessment must confirm that the candidate is:

- Prepare and present sandwiches efficiently and confidently as per standard operating procedures.

The following tools, equipment, material & ingredients are included within this unit.

Tools and equipment

- Knives
- Toothpicks
- Chopping boards
- Utensils
- Personal protective Equipment
- Gloves
- Toasters
- Salamanders
- Panini grill

Materials

(Documents/References/Standards)

- Cling film and doily
- Variety of breads
- Fillings
- Vegetables and fruits
- Menu
- Standard Recipes
- Material requisitions
- Kitchen Order Ticket
- Function sheet, stock sheet, check list
- Occupational health and safety standards
- No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002
- Manufacturer's manuals / instructions
- Workplace organization standards
- ISO standards
- Practical cookery by kinton and ceserani

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Principles of nutrition
- Culinary terms
- Sandwich types
- Accompaniments /Standard Operating Procedures.
- Types of breads and buns
- Types of fillings
- Principles and practices of hygiene
- Awareness of trends
- Logical and time efficient work flow
- Receiving, storing, holding and issuing Procedures,
- Menus and trends
- Proper utensils and usage

Skills

- Select and combine ingredients for fillings
- Prepare sandwiches using spreading, layering, piping, portioning, moulding and cutting techniques
- Present sandwiches

UNIT TITLE	Prepare salads, appetizers & its' derivatives		
UNIT DESCRIPTOR	This unit covers the competencies required to prepare, store and serve salads and appetizers.		
CODE	H55S010U10		
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA		
1. Prepare work area.	1.1	Personal hygiene and grooming standards are maintained as per standard operating procedure.	
	1.2	Work assignment is obtained from authorized person as per standard operating procedure.	
	1.3	Cleanliness of the work area and equipment are ensured as per standard operating procedure.	
	1.4	Suitability of equipment is ensured as per recipe / requirement.	
	1.5	Proper functioning of equipment is ensured as per safety standards/ manufacturer's manuals.	
2. Select Ingredients	2.1	Quality and freshness of ingredients are checked as per purchasing specifications.	
	2.2	Ingredients are selected ensuring quantity and quality as per recipe.	
	2.3	Hygienic standards are maintained while transporting ingredients.	
	2.4	Proper cut of food items is ensured as per recipe.	
	2.5	Proper portion size is ensured as per recipe.	
3. Prepare salad & appetizers	3.1	Salads & appetizers are prepared according to the standard recipes of the organization.	
	3.2	Quantity is prepared as per the requirement.	
	3.3	Sequence of preparing salads and appetizers are decided as per menu.	
	3.4	Appropriate dressing is used according to the standard recipe.	

4. Store / hold salad & appetizers	4.1	Prepared salads & appetizers are labelled with name of item, date of preparation, expiry date and name of person who prepared before storing.
	4.2	Salads & appetizers are stored in suitable containers as per requirement in the correct positioning on shelves as per hygienic standard.
	4.3	Salads & appetizers are held covered in the specified temperature zone.
	4.4	Exact quantity is taken out from bulk prepared appetizers & salads using specified tools according to hygienic standards.
5. Serve salads & appetizers	5.1	Salads & appetizers are served in the specified containers as per standard operating procedure.
	5.2	Exact number of portions are served as per the order.
	5.3	Salads & appetizers are served at the correct temperature as per recipe.
	5.4	Salads & appetizers are presented ensuring colour, flavour and texture according to standard recipe.

RANGE STATEMENT

Work connected to this unit may take place in a kitchen.

Type of salad including simple, mixed, compound, compose, cooked, classical and any types of dressings,

Types of appetizers under this unit may include

Hot and cold appetizers (Egg mayonnaise, Prawn cocktail, fruit cocktail, green salad, Russian salad, Ceasser salad, Pate, Terrine, Aspic)

Critical aspects

The assessment must confirm that the candidate is;

- Prevent cross contamination
- Ensured that the shelf life is not exceed.

The following tools, equipment, materials & ingredients are included within this unit.

Tools and equipment

- Chopping board
- Knives
- Food grade plastic spoon
- Grinders
- Personal protective

Materials

(Documents/References/Standards)

- Aluminium foil
- Cling film
- Parisienne scoop
- Skewers

- | | |
|---|--|
| <ul style="list-style-type: none"> • equipment • Chopper • Refrigerator • Slicer • Deep trays • Stove • Deep fryer • Vegetable washer • Weighing scale • Salad rinsers / sanitizer • Salamanders • Graters • Frying pans • Work table (stainless steel) • Sieves • Bowls • Thermometers • Moulds • Peeler • Platters • Mirrors • Colander • Shavers • Steamer • Ice shaver • Microwave oven • Small utensils • Convection oven • Butter curler • Smoking chamber • Trolleys • Brushes | <ul style="list-style-type: none"> • Scoop • Tongs • Tissues • Vegetables • Fruits • Fish/Meat • Eggs • Menu • Recipes • Material requisitions • Kitchen Order Ticket • Function sheet, stock sheet, check lists • Occupational health and safety standards • No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002 • Manufacturer's manuals / instructions • Workplace organization standards • ISO standards • Practical cookery by kinton and ceserani |
|---|--|

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge	Skills
<ul style="list-style-type: none"> • Types of salads and appetizers • Types of dressings • Liqueurs • Kitchen functions • Purpose and properties of different ingredients • Standard recipes for salads & appetizers • Health, safety and hygiene procedures to be followed • Conditions for storage of ingredients and finished products • Standard operating procedures • Expiry dates of ingredients • Time management according to work plan 	<ul style="list-style-type: none"> • Identify and select ingredients • Measuring of ingredients • Cutting, chopping and grinding ingredients • Mixing and mincing ingredients • Mise-en-place (pre-preparations) • Safe use and handling of material and equipment • Adhere to time schedule • Presentation / display skill • Select specified utensils for the purpose • Interpersonal relationships • Follow standard operating procedure • Read and understand manuals

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- Customer preferences
 - Reporting procedure when work is interrupted
 - Different cooking methods
 - Time and temperature coordination while cooking
 - Use appropriate methods for garnishing, packing, steaming, roasting, cooling, grilling
- Use of Personal Protective Equipment

UNIT TITLE	Prepare Stocks, Soups and Sauces & it's derivatives		
UNIT DESCRIPTOR	This unit covers the competencies required to prepare, store and serve Stocks, Soups and Sauces adhering to the standard recipe.		
CODE	H55S010U11		
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA		
1. Prepare work area.	1.1	Personal hygiene and grooming standards are maintained as per standard operating procedure.	
	1.2	Work assignments are obtained from authorized person as per standard operating procedure.	
	1.3	Cleanliness of the work area and equipment are ensured as per standard operating procedure.	
	1.4	Suitability of equipment are ensured as per recipe / requirement.	
	1.5	Proper functioning of equipment are ensured as per safety standards/ manufacturer's manuals.	
2. Select Ingredients	2.1	Quality and freshness of ingredients are checked as per purchasing specifications and standard operating procedures.	
	2.2	Ingredients are selected ensuring quantity and quality as per standard recipe.	
	2.3	Hygienic standards are maintained while handling ingredients.	
	2.4	Proper cut of food items is ensured as per standard recipe.	
	2.5	Proper portion size is ensured as per standard recipe.	
3. Prepare Stocks, Soups and Sauces	3.1	Stocks are prepared using appropriate cooking method as per standard recipe.	
	3.2	Soups are prepared using appropriate cooking method as per standard recipe.	
	3.3	Sauces are prepared using appropriate cooking method as per standard recipe.	

4. Store Stocks, Soups and Sauces	4.1	Prepared Stocks, Soups and Sauces are labelled with name of item, date of preparation, expiry date and name of person who prepared before storing.
	4.2	Stocks, Soups and Sauces are stored in suitable containers as per requirement in the correct positioning on shelves as per hygienic standard.
	4.3	Stocks, Soups and Sauces are held covered in the specified temperature zone.
	4.4	Exact quantity are taken out from bulk prepared Stocks, Soups and Sauces using specified tools according to hygienic standards.
5. Serve Soups and Sauces	3.1	Soups and sauces are served in the specified service containers as per standard operating procedure.
	3.2	Exact number of portions of soups are served as per the order.
	3.3	Sauces and soups are served at the correct temperature as per recipe.
	3.4	Sauces and soups are presented ensuring colour, flavour and texture according to standard recipe.

RANGE STATEMENT

Work connected to this unit may take place in a kitchen.

Types of stocks in this unit include;

- Fish, Meat, Vegetable, White, brown, Game

Types of soups in this unit may include;

- Clear, puree, cream, broth, bisque, national soups, cold soups

Types of sauces in this unit may include;

- Bechamel, Velute, Brown, Cold emulsion , warm emulsion, Hot sauces, Demi-glace, Glazes, Coulies, Salsa

Critical aspects

The assessment must confirm that the candidate is;

- Prevent contamination

The following tools, equipment & material are included within this unit.

Tools and equipment

- Bain Marie
- Blender

Materials

(Documents/References/Standards)

- Beverages (including alcohol)
- Eggs
- Fats and oils

- Burner
- Conventional oven
- Chiller / freezers
- Cooking ware (pots, pans, containers)
- Cutting appliances
- Ladles
- Liquidizer
- Measuring equipment
- Mincer
- Muslin cloth
- Salamander
- Sauce / soup pan
- Skimmer
- Stock pot
- Strainers
- Thermometer
- Whisks
- Wooden spoons
- Conventional steamer
- Infra-red lamp
- Soup kettle / turine
- Tilting pan
- Vacuum sealer
- Fish and sea food
- Herbs and spices
- Lentils
- Meat
- Nuts and cereals
- Seasonings
- Vegetable and mushroom
- Menu
- Recipes
- Material requisitions
- Kitchen Order Ticket
- Function sheet, stock sheet, check lists
- Occupational health and safety standards
- No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002
- Manufacturer's manuals / instructions
- Workplace organization standards
- ISO standards
- Practical cookery by kinton and ceserani

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

- | Knowledge | Skills |
|--|---|
| <ul style="list-style-type: none"> • Thickening agents • Functions and work procedures of a kitchen • Purpose and properties of different ingredients • Standard recipes of basic soups and sauces • Standard recipes of stocks • Checking quality of ingredients • Hygienic conditions applicable to a kitchen • Conditions for storage of ingredients and finished products • Time management according to work plan • Customer preferences • Reporting procedure when work is interrupted • Knowledge of emergency procedures • Cooking methods • Avoiding chemical, physical and | <ul style="list-style-type: none"> • Identify, select and clean ingredients • Measuring of ingredients • Mise-en-place (pre-preparations) • Preparation of soups • Safe use and handling of material and equipment • Adhere to time schedule • Presentation/display skill • Economical use of material • Interpersonal relationships • Ability to read and understand manuals • Follow standard operating procedure • Cut and chop ingredients • Store soup at specified temperature • Use of Personal Protective Equipment |

- biological hazards.
- Standard operating procedure
- Quality of final product
- Occupational health and safety

UNIT TITLE	Prepare hot range foods		
UNIT DESCRIPTOR	This unit covers the competencies required to cook hot range foods.		
CODE	H55S010U12		
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA		
1. Prepare work area.	1.1	Personal hygiene and grooming standards are maintained as per standard operating procedure.	
	1.2	Work assignment is obtained from authorized person as per standard operating procedure.	
	1.3	Cleanliness of the work area and equipment are ensured as per standard operating procedure.	
	1.4	Suitability of equipment are ensured as per recipe / requirement.	
	1.5	Proper functioning of equipment are ensured as per safety standards/ manufacturer's manuals.	
2. Select Ingredients	2.1	Quality and freshness of ingredients are checked as per purchasing specifications.	
	2.2	Ingredients are selected ensuring quantity and quality as per standard recipe.	
	2.3	Hygienic standards are maintained while transporting ingredients.	
	2.4	Proper cut of food items is ensured as per standard recipe.	
	2.5	Proper portion size is ensured as per standard recipe.	
3. Cook hot range foods	3.1	Hot range foods are prepared according to the standard/organizational recipes.	
	3.2	Quantity of food is prepared as per the recipe.	
	3.3	Sequence of preparing hot range foods are decided as per menu.	
	3.4	Hot range food are prepared as per customer requirement/preferences	

4. Store Hot Range Foods	4.1	Hot range food is tagged / labelled with name of item, date of preparation and name of person who prepared, and stored in suitable containers as per requirement.
	4.2	Prepared hot range food is stored in the correct positions on shelves as per hygienic standard.
	4.3	Prepared hot range food is held for the shortest possible time as per standard operating procedure.
5. Serve Hot Range Foods	5.1	Hot range food is served in the specified containers as per standard operating procedure.
	5.2	Exact number of portions are served hot as per order.
	5.3	Hot range food is finished and garnished for presentation as per standard/ organizational recipe.
	5.4	Service of the accompaniments are ensured as per customer requirement and recipe.

RANGE STATEMENT

Work connected to this unit may take place in the kitchen.

Hot range foods in this unit may include:

Eggs, vegetables, fruits, farinaceous, seafood, poultry, meat, Game

Critical aspects

The assessment must confirm that the candidate is;

- Prevent cross contamination
- Ensure to maintain proper reheating and hot holding temperature
- Serve foods within shortest possible time as per standard operating procedure.
- Maintain quality of final product

The following tools, equipment & material are included within this unit.

Tools and equipment

- Wok
- Exhaust fans / canope
- Chopping board
- Cooking range (Burners)
- Deep fryer
- Food tongs
- Food warmer / hot cupboard
- Grill plates / griddle
- High pressure cooker
- Ice cuber
- Kebab skewers

Materials

(Documents/References/Standards)

- Meats / poultry / sea food
- Food colours & tenderizing agents
- Vegetables
- Seasoning
- Fresh process products
- Semi process products
- Fully process products
- Flour
- Oils, fats, spices & herbs
- Crust, bread crumbs /

- Knives
- Meat tenderizer / butcher's hammer
- Microwave
- Mincer
- Oven
- Oyster knife
- Personal protective equipment
- Salamander
- Scraper
- Sieve
- Sizzling plates
- Spatulas and butcher's fork
- Steamers
- Strainer
- Thermometer / needles & twine
- Thick bottomed pan, tilting pan
- Trays and containers
- Vacuum pack machine
- Waffle iron
- Brat fan
- Combi oven
- desiccated coconut, nuts, condiments cheese & cream
- Fruits
- Dairy products
- Eggs
- Wines/spirits / liqueurs, beer
- Menu
- Standards Recipes
- Material requisitions
- Kitchen Order Ticket
- Function sheet, stock sheet, check lists
- Occupational health and safety standards
- Relevant sections of No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002 No. 45 of 1942 and its' amendments
- HACCP
- Manufacturer's manuals / instructions
- Workplace organization standards
- Practical cookery by Kinton and Ceserani

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Kitchen functions and organization
- Awareness of the work procedures of a kitchen
- Purpose of different ingredients
- Standard recipes for basic hot range foods
- Different cooking methods
- Hygienic conditions applicable to a kitchen
- Conditions for storage of ingredients and finished products
- Expiry dates of ingredients
- Time management according to the work plan
- Customer preferences
- Reporting procedure when work is interrupted
- Occupational Health and Safety

Skills

- Identify and select ingredients
- Weighing of ingredients
- Mise-en-place (pre-preparations)
- Preparations of different types of hot range foods
- Safe use and handling of material and equipment
- Adhere to time schedule
- Presentation/display skill
- Economical use of material
- Interpersonal relationships
- Read and understand manuals
- Follow standard operating procedure
- Selection of appropriate service utensils
- Time and temperature coordination while cooking
- Use correct methods for grilling, poaching, braising, steaming, boiling, stewing, simmering, en-papilotte (Paper bags), baking, microwave baking
- Use appropriate frying methods (deep, shallow, stir fry, sauté, sweating,)

- Use appropriate roasting methods (Pot - oven)
- Use of Personal Protective Equipment

UNIT TITLE	Prepare desserts		
UNIT DESCRIPTOR	This unit covers the competencies required to prepare, hold and store desserts.		
CODE	H55S010U13		
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA		
1. Prepare work area.	1.1	Personal hygiene and grooming standards are maintained as per standard operating procedure.	
	1.2	Work assignment is obtained from authorized person as per standard operating procedure.	
	1.3	Cleanliness of the work area and equipment is ensured as per standard operating procedure.	
	1.4	Suitability of equipment is ensured as per recipe / requirement.	
	1.5	Proper functioning of equipment is ensured as per safety standards/ manufacturer's manuals.	
2. Select Ingredients	2.1	Quality and freshness of ingredients are checked as per purchasing specifications.	
	2.2	Ingredients are selected ensuring quantity and quality as per standard recipe.	
	2.3	Hygienic standards are maintained while transporting ingredients.	
	2.4	Proper cut of food items is ensured as per standard recipe.	
	2.5	Proper portion size is ensured as per standard recipe.	
3. Prepare desserts	3.1	Desserts are prepared according to the standard/organizational recipes	
	3.2	Quantity is prepared as per the order	
	3.3	Safety and cleanliness are ensured during the preparation and service	
	3.4	Preparation of desserts and sweets are carried out within agreed time schedule	

	3.5	Raw ingredients are washed and prepared in accordance with standard recipe.
	3.6	Problems are encountered during preparations reported to authorize person.
	3.7	Appropriate desserts and accompaniments are served as per recipe / Standard organizational procedure.
	3.8	Desserts are served / presented in appropriate dish at specified temperature as per recipe / standard organizational procedure
	3.9	Prepared dishes are transported hygienically, safely and securely as per standard organizational procedure to the service area
4. Hold and store dessert	4.1.	Desserts are labelled and stored in suitable containers as per requirement
	4.2.	Desserts are stored in the correct positions on shelves as per hygienic standard
	4.3	Desserts are stored at the specified temperature as per recipe / hygienic standard
	4.4	Desserts are held for specified period as per standard operating procedure

RANGE STATEMENT

Work connected to this unit may take place in the kitchen.

Desserts in this unit may include; puddings, tart & pie, basic sponge, sauces.

Critical aspects

The assessment must confirm that the candidate is;

- Maintain proper time and temperature
- Prevent cross contamination

The following tools, equipment & material are included within this unit.

Tools and equipment

- Mixer
- Stove
- Whisk
- Microwave oven
- Bowls (stainless steel)
- Refrigerator
- Measuring equipment
- Bain – marie (hot & cold)

Materials

(Documents/References/Standards)

- Flour
- Sugar
- Yeast
- Milk
- Preservatives
- Fruit and nuts
- Salt

- Ladle & spatula
- Strainer (stainless steel)
- Chopping board - food grade
- Thick bottomed stainless steel or copper sauce pans
- Knives
- Thermometer
- Scrapers
- Bowls (Glass)
- Moulds
- Measuring equipment
- Piping bags
- Spoon
- Ice cream scoop
- Funnel
- Dough moulder
- Ovens
- Pastry table (stainless steel)
- Silicon mats
- Gas torch
- Fly catcher
- Cutter
- Firefighting equipment and fire blankets
- Rolling pin
- Sieve
- Pastry brush
- Mirror
- Graters
- Pastry trolleys
- Flour bin
- Service cutlery
- Marbled/granite table
- Bread slicer
- Pallet knife
- Chocolate warmer
- Gas burner gun
- Icing sugar shaker
- Nozzles and cutters
- Baking tray and sheets
- Oil papers
- Dough divider
- Dough sheeter
- Proving cabinets
- Ice crème machine/sorbet
- Garlic
- Shortening
- Wheat bran
- Water
- Kurakkan flour
- Rye flour
- Candied fruit
- Hot and cold glaze
- Gelatine
- Butter
- Corn flour
- Chocolate
- Menu
- Recipes
- Material requisitions
- Kitchen Order Ticket
- Function sheet, stock sheet, check lists
- Occupational health and safety standards
- No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002
- Manufacturer's manuals / instructions
- Workplace organization standards
- ISO standards
- Practical cookery by kinton and ceserani

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Kitchen functions and organization
- Purpose of different ingredients
- Standard recipes for desserts

Skills

- Identify and select ingredients
- Measuring of ingredients
- Mise-en-place (pre - preparations)

- Hygienic conditions applicable to a kitchen
- Conditions for storage of ingredients and finished products
- Expiry dates of ingredients
- Time management according to work plan
- Customer preferences
- Reporting procedure when work is interrupted
- Standard operating procedure
- Knowledge of emergency procedure
- Occupational Health and Safety
- Preparations of desserts
- Safe use and handling of material & equipment
- Adhere to time schedule
- Presentation/display skill
- Economical use of material
- Interpersonal relationships
- Ability to read and understand manuals
- Follow standard operating procedure
- Cutting, chopping and grinding ingredients
- Mixing/mincing of ingredients
- Cooking, cooling, garnishing, packing, and
- Baking, Steaming, chilling, stewing, frying and freezing
- Use of Personal Protective Equipment

UNIT TITLE	Season/marinate food items		
UNIT DESCRIPTOR	This unit covers the competencies required to season and marinate food items while adhering to food safety practices.		
CODE	H55S010U14		
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA		
1. Prepare work area.	1.1	Personal hygiene and grooming standards maintained as per standard operating procedure.	
	1.2	Work assignment obtained from authorized person as per standard operating procedure.	
	1.3	Cleanliness of the work area and equipment ensured as per standard operating procedure.	
	1.4	Suitability of equipment ensured as per recipe / requirement.	
	1.5	Proper functioning of equipment ensured as per safety standards/ manufacturer's manuals.	
2. Select Ingredients	2.1	Quality and freshness of ingredients checked as per purchasing specifications.	
	2.2	Ingredients selected ensuring quantity and quality as per recipe.	
	2.3	Hygienic standards maintained while transporting ingredients.	
3. Perform seasoning/marination	3.1	Proper seasoning/marination mixture prepared as per the recipe	
	3.2	Prepared seasoning/marination mixture applied to the food item as per the recipe	
	3.3	Seasoned/marinated food item kept for resting as per the recipe	
	3.4	Seasoned /marinated food item stored adhering to the standard storing conditions	

RANGE STATEMENT

Work connected to this unit may take place in the kitchen.

Critical aspects

The assessment must confirm that the candidate is;

- Season/marinate food items within the specified time period.

The following tools, equipment, material & ingredients are included within this unit.

Tools and equipment

- Grinder
- Mixer
- Brush
- Food items
- Ingredients required for the marinating or seasoning

Materials

(Documents/References/Standards)

- Menu
- Recipes
- Material requisitions
- Kitchen Order Ticket
- Function sheet, stock sheet, check list
- Occupational health and safety standards
- No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002
- Manufacturer's manuals / instructions
- Workplace organization standards
- ISO standards
- Practical cookery by kinton and ceserani

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge

- Principles of nutrition
- Culinary terms
- Principles and practices of hygiene
- Awareness of allergies and trends
- Logical and time efficient work flow
- Proper utensils and usage
- Food safety standards
- Marinating types
- Seasoning types

Skills

- Select appropriate ingredients
- Select appropriate seasoning/marinating method
- Apply seasoning/marinating method
- Store seasoned/marinated food items

UNIT TITLE	Prepare basic ethnic foods		
UNIT DESCRIPTOR	This unit covers the competencies required to prepare basic ethnic foods adhering to standard recipes.		
CODE	H55S010U15		
ELEMENTS OF COMPETENCE	PERFORMANCE CRITERIA		
1. Prepare work area.	1.1	Personal hygiene and grooming standards are maintained as per standard operating procedure.	
	1.2	Work assignment is obtained from authorized person as per standard operating procedure.	
	1.3	Cleanliness of the work area and equipment is ensured as per standard operating procedure.	
	1.4	Suitability of equipment are ensured as per recipe / requirement.	
	1.5	Proper functioning of equipment is ensured as per safety standards/ manufacturer's manuals.	
2. Select Ingredients	2.1	Quality and freshness of ingredients are checked as per purchasing specifications.	
	2.2	Ingredients are selected ensuring quantity and quality as per standard recipe.	
	2.3	Hygienic standards are maintained while transporting ingredients.	
	2.4	Proper cut of food items is ensured as per standard recipe.	
	2.5	Proper portion size is ensured as per standard recipe.	
3. Prepare dishes	3.1	Appropriate tools / equipment needed to prepare dishes are selected as per traditional method.	
	3.2	Dishes are prepared as per traditional method.	
	3.3	Quantity are prepared as per order.	
	3.4	Sequence of preparing dishes are decided as per order	
	3.5	Safety, cleanliness & hygienic condition is ensured during the preparation as per Standard Operating Procedures	
4. Store / serve dishes	4.1	Prepared dishes are stored and served in suitable containers as per standard operating procedures.	
	4.2	Exact number of portions are served as per	

	requirement.
4.3	Food is served at the correct temperature as per recipe.
4.4	Prepared dishes are presented using traditional garnish / tableware as per traditional recipe/ methods.
4.5	Prepared dishes are stored according to hygienic and safety standards.
4.6	Prepared dishes are tagged / labelled with name of item, date of preparation and name of person who prepared, before storing.
4.7	Dishes are stored for specific period of time as per traditional recipe.
4.8	Spoilage / shortage are reported to the authorized person as per standard operating procedures.

RANGE STATEMENT

Work connected to this unit may take place in the kitchen.

Chinese, Italian, Mongolian, Sri Lankan, Indian (South/ North), Arabic, Mexican, Japanese

Person is expected to be competent in preparing three types of ethnic foods including Sri Lankan

Critical aspects

The assessment must confirm that the candidate is;

- Prevent cross contamination

The following tools, equipment & material are included within this unit.

Tools and equipment

- Wok sieve
- Tandoori oven
- Pasta machine
- Coconut scraper clay pots
- Mortar and pestle
- Traditional sri lankan sweetmeat moulds
- Grinding stone
- Traditional kurakkan grinder
- Winnowing fan
- Skewer
- String hopper mould
- De stoner
- Pittu steamer
- Rotisserie oven
- Kabsa tray
- Shwarma oven

Materials

(Documents/References/Standards)

- Different types of flour
- Fish, shell fish, meat, poultry and vegetables
- Herbs
- Dairy products
- Spices and condiments
- Coconut milk
- Fats and oils
- Grains and cereals
- Vinegar and acids
- Fruits and nuts
- Seasonings
- Seaweeds
- Preservatives
- Pasta and noodles
- Sauces
- Wines and spirits
- Menu
- Recipes
- Material requisitions
- Kitchen Order Ticket

- Function sheet, stock sheet, check lists
- Occupational health and safety standards
- No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002
- Manufacturer's manuals / instructions
- Workplace organization standards
- ISO standards
- Practical cookery by kinton and ceserani

Required Knowledge, Skills and Worker behavior/Attitude/Soft skills

Knowledge	Skills
<ul style="list-style-type: none">• Religious and cultural backgrounds• Traditional recipes• Purpose and properties of different ingredients• Uses of different tools and equipment• Storing conditions of ingredients and finished products• Firefighting techniques and first aid• Pest control• Fire safety• Hygiene, health and safety guidelines• Handling fresh ingredients and prepared foods• Guidelines for checking quality of ingredients• Standard operating procedure• Time management according to the work plan• Different cooking methods	<ul style="list-style-type: none">• Identify and select ingredients• Measure ingredients• Blending / mixing ingredients• Identify the quality of prepared food items before cooking• Follow standard organizational procedure• Economical use of ingredients• Adhere to time schedule• Adhere to traditional recipes• Showmanship• Use of firefighting equipment• Safe use and handling of material and equipment• Time & temperature coordination while cooking• Ability to read and understand menus• Seasoning, garnishing, portioning and storing

Section 2
CBT CURRICULUM
Professional Cookery

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Total		1200	

Module Title	Communication skills for workplace
Module Code	H55S010BM01
Module Type	Basic module
Duration (Hrs.)	15 Hours
Learning Outcomes	After completion of this module the trainee will be able to: - communicate ideas and information at the workplace effectively
Learning Content	<p>Theory:</p> <ul style="list-style-type: none"> • Listening skills • Telephone etiquettes • Presentation skills • Verbal and non-verbal communication • Spoken adaptive language • Safety symbols & procedures • Basic English relevant to workplace and type of work • Organization's rules, regulations and procedures • General norms of polite conduct • Forms of Different manner of address appropriately to customers, superior and subordinates and persons in different positions • Customs and practices of different ethnic and religious groups • Gender issues relevant to the communication • Trends in related technology • Friendliness through a friendly tone, a personal question, or simply a smile, encourage coworkers to engage in open and honest communication • Respect – convey respect for others and their ideas <p>Practical:</p> <ul style="list-style-type: none"> • Role plays and dramas • Assignments 01 - Provide opportunities to trainees to present learned contents • Assignments 02 – Prepare list of 250 – 300 technical / vocational terms used in relevant industry during the course period • Assignment 03 – Collect manufacturers guidelines/ operational instructions / specifications in relevant field, prepare a file and interpret the information
Teaching-Learning activities	<ul style="list-style-type: none"> • Assignments • Illustrated talk • Demonstrations • Role play & Drama
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Team Work
Module Code	H55S010BM02
Module Type	Basic Module
Duration (Hrs)	10 Hours
Learning Outcomes	<p>At the end of this module student should be able to;</p> <ul style="list-style-type: none"> • Contribute positively to the work in team environment • Work effectively with others in a socially diverse environment • Respect and understand the views of others • Give, receive and act upon feedback • Identify and describe own roles and roles of others
Learning Content	<p>Theory:</p> <ul style="list-style-type: none"> • Simple concepts of team behavior • Elementary group dynamics • Basic knowledge in social and demographic structures <p>Practical</p> <ul style="list-style-type: none"> • Identify and establish team purpose, team member's roles and responsibilities. • Coach and motivate team. • Assignment 01- Form a group for workplace cleaning, equipment maintenance, waste management and give the feedback on group effort • Assignment 02- Arrange sports activities / social events
Teaching-Learning activities	<ul style="list-style-type: none"> • Assignments • Lecturers • Role plays • Case studies • Team building activities • Coaching and mentoring
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Basic Food Costing
Module Code	H55S010BM03
Module Type	Basic Module
Duration (Hrs.)	30Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> • perform basic arithmetic • apply various units of measurements correctly • perform food costing
Learning Content	<p>Theory:</p> <ul style="list-style-type: none"> • Basic arithmetic • Units and conversion factors <ul style="list-style-type: none"> - Mass - Length - Weight - Time - Volume - Temperature - Pressure - Velocity • Cookery related calculations <ul style="list-style-type: none"> - Food costing formula <p>Practical:</p> <ul style="list-style-type: none"> • Calculate food costing for a given recipe/menu.
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Relevant simple calculations • Discussions • Presentations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Language literacy
Module Code	H55S010BM04
Module Type	Basic Module
Duration (Hrs.)	60Hrs
Learning Outcomes	<p>After completion of this module trainees will be able to ;</p> <ul style="list-style-type: none"> • pronounce the language properly. • build vocabulary. • use the language to accomplish purposes and get things done. • use words and ways of speaking appropriate for different situations. • interact with other people appropriately. • understand the people.
Learning Content	<p>Theory:</p> <ul style="list-style-type: none"> • Phonology and orthography guidelines <ul style="list-style-type: none"> - The Flash Cards technique • Vocabulary guidelines; <ul style="list-style-type: none"> - The Look and Listen techniques - The Physical Response techniques - The Picture Cues technique - The Reverse Role-Play technique • The Illustrated Dictionary or Picture Book technique • The Dialogue Strip technique • The Participant Observation technique • The Simulations technique <p>Practical:</p> <ul style="list-style-type: none"> • Listen for intonation patterns and specific sounds in natural speech. • Use the language as much as possible in daily life • Computer assisted language learning programs, such as Rosetta Stone and others • Work on recognizing the written form of the vocabulary • The Public Transport activity • The Shopping Trip activity • The Social Visiting activity
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Occupational Health and Safety Procedures and Practice
Module Code	H55S010BM05
Module Type	Basic Module
Duration (Hrs.)	40Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> • follow safe working practices • report workplace hazards and accidents to relevant authorities • follow emergency procedures
Learning Content	<p>Theory:</p> <ul style="list-style-type: none"> • Rescue procedures and practices • OHS Standards • Rights, responsibilities and duties of employees and employers • Use of personal protective equipment • Appropriate equipment and safety devices for particular workplace tasks • Use of safety equipment and devices • Application of safety signs and symbols • Procedures and limits for manual handling • Location and use of emergency equipment • Procedures for identifying and reporting hazards • Persons or services to be contacted in the event of different accidents • Use of standard procedures including those for emergencies and evacuation • Hazards and housekeeping requirements associated with the work environment • Safe working practices and procedures • Basic Ergonomics • Barrier free access for differently-able persons • Relevant sections of factories ordinance <p>Practical:</p> <ul style="list-style-type: none"> • First Aid procedures • Basic Firefighting and rescue
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Introduction to Hotel and Catering Industry
Module Code	H55S010BM06
Module Type	Basic Module
Duration (Hrs.)	20Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Understand hotel and catering industry
Learning Content	<p>Theory:</p> <ul style="list-style-type: none"> • Definition of hotel industry • Types of Hotel <ul style="list-style-type: none"> ○ Commercial or Transient/Semi-transient Hotel ○ Resort Hotel ○ Residential Hotel ○ Guest House ○ Rest House ○ Home stay ○ Motel / Motel ○ Boutique Hotel ○ Motor Hotel ○ Budget Hotel ○ Cruise ships ○ Condominium, Apartment, Flat • Types of Restaurant <ul style="list-style-type: none"> ○ Cafe ○ Coffee shop ○ Ethnic ○ Specialty ○ Banquet • Hotel classification <ul style="list-style-type: none"> ○ Size ○ Location ○ Star • Hotel administration structure • Types of Tourists <ul style="list-style-type: none"> ○ Domestic ○ International ○ Excursionist <p>Practical:</p> <ul style="list-style-type: none"> • Assignment 01: Compile a project book/report on Current Contexts Of Hotel And catering Industry at the end of the session

Teaching-Learning activities	<ul style="list-style-type: none">• Lectures• Assignments• Discussions• Presentations• Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Hygiene standards
Module Code	H55S010M01
Module Type	Core Module
Duration (Hrs.)	15Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and practice good hygiene standards
Learning Content	Theory: <ul style="list-style-type: none"> • Personal Hygiene • Kitchen Hygiene • Work hygiene • Equipment and Utensils Hygiene • Food Hygiene • Impact of Poor Hygiene Practices
	Practical: <ul style="list-style-type: none"> • Identify and spot poor hygiene practice areas in the given picture/video.
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Food Safety Standards
Module Code	H55S010M02
Module Type	Core Module
Duration (Hrs.)	20Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and practice food safety standards
Learning Content	Theory: <ul style="list-style-type: none"> • Standards to be maintained when receiving and storing ingredients • Standards to be maintained when receiving and handling tools and equipment • Standards to be maintained when handling and storing foods • Good Management Practices
	Practical: <ul style="list-style-type: none"> • Receive and store given 10 different types of ingredients • Receive 10 tools and equipment according to specifications • Handle and store given foods
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Kitchen organizational Structure
Module Code	H55S010M03
Module Type	Core Module
Duration (Hrs.)	20Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - understand kitchen organization - Identify job roles and responsibilities
Learning Content	Theory: <ul style="list-style-type: none"> • Kitchen departmental organizational chart • Kitchen Layout • Kitchen flow chart • Role and responsibilities of chefs in food production
	Practical: <ul style="list-style-type: none"> • Draw an organizational chart of the kitchen department
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Time management
Module Code	H55S010M04
Module Type	Core Module
Duration (Hrs.)	15Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Work Effectively by managing time
Learning Content	Theory: <ul style="list-style-type: none"> • Production Schedules • Work plan/follow-up and activate work plan • Allocating duties with time frame • Time Controlling
	Practical: <ul style="list-style-type: none"> • Prepare work plan for the given four course menu.
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Introduction to kitchen utensils, tools and equipment
Module Code	H55S010M05
Module Type	Core Module
Duration (Hrs.)	25Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify kitchen utensils, tools and equipment
Learning Content	<p>Theory:</p> <ul style="list-style-type: none"> • Types of tools / utensils • Types of knives • Types of heavy equipment • Cleaning & maintenance of tools & equipment • Safety rules in handling tools & equipment • Preventive maintenance schedule <p>Practical:</p> <ul style="list-style-type: none"> • Identify 10 different types of tools and equipment used in the kitchen department. • Demonstrate the usage and the safety of the above tools and equipment list.
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Food knowledge and practices
Module Code	H55S010M06
Module Type	Core Module
Duration (Hrs.)	50Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify standards recipes and ingredients to be used
Learning Content	<p>Theory:</p> <ul style="list-style-type: none"> • Types of processed foods (identification, expiry dates, selection & composition) • Types of Herbs, Spices & lentils (identification, selection & composition) • Types of Fruits & vegetables (identification, selection & composition) • Types of Meat (identification, selection & composition) • Types of Poultry (identification, selection & composition) • Types of Fish & shell fish (identification, selection & composition) • Types of Dairy products & egg (identification, selection & composition) • Shelf life of foods • Storing methods and condition of foods • Fundamental procedures (cooking terminology) • Standard recipe • Recipe yield <p>Practical:</p> <ul style="list-style-type: none"> • Identify and categorize the given foods • Give the standard recipe for the given dish
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Cooking methods
Module Code	H55S010M07
Module Type	Core Module
Duration (Hrs.)	30Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify methods of cooking
Learning Content	Theory: <ul style="list-style-type: none"> • Boiling • Poaching • Steaming • Stewing • Braising • Roastings • Baking • Grilling • BBQ • Shallow / deep Frying • Sautéing • Pot Roasting • Paper Bag • Microwave
	Practical: <ul style="list-style-type: none"> • Use correct methods of cooking for the given 5 dishes
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Mise-en place procedures
Module Code	H55S010M08
Module Type	Core Module
Duration (Hrs.)	30Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and apply mise-en place procedures
Learning Content	Theory: <ul style="list-style-type: none"> • Utensils, tools, equipment and glassware arrangements • Ingredients preparation and arrangements • Dairy & dry goods preparation • Fruits and vegetables preparation and types of cuts • Meat, seafood and poultry preparation and types of cuts
	Practical: <ul style="list-style-type: none"> • List tools, equipment and glassware requirement for preparation of given 5 dishes • Demonstrate the types of cuts used for the given 5 dishes
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Beverage preparation
Module Code	H55S010M09
Module Type	Core Module
Duration (Hrs.)	30Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and prepare beverages
Learning Content	Theory: <ul style="list-style-type: none"> • Recipe, ingredients, tools, equipment and methods to be used to prepare <ul style="list-style-type: none"> - Tea / Ice-tea - Coffee / Espresso coffee range - Hot and chilled Chocolate - Fresh fruit juice - Lassies / Milkshakes / Smoothies
	Practical: <ul style="list-style-type: none"> • Prepare two types of beverage (Hot & chilled) according to the standard recipe
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Sandwich preparation
Module Code	H55S010M10
Module Type	Core Module
Duration (Hrs.)	50Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and prepare different types of sandwiches
Learning Content	Theory: <ul style="list-style-type: none"> • Recipe, ingredients, tools, equipment and methods to be used to prepare <ul style="list-style-type: none"> - Conventional - Club sandwiches - Finger - Open - Book maker - Rainbow sandwiches - Pin wheel sandwiches - Pan cake / tortilla sandwiches - Biscuits sandwiches
	Practical: <ul style="list-style-type: none"> • Prepare three types of sandwiches according to the standard recipe
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Salads & appetizers preparation
Module Code	H55S010M11
Module Type	Core Module
Duration (Hrs.)	50Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and prepare salads & appetizers
Learning Content	<p>Theory:</p> <ul style="list-style-type: none"> • Recipe, ingredients, tools, equipment and methods to be used to prepare <ul style="list-style-type: none"> ○ salads <ul style="list-style-type: none"> - Single - Mixed - Compound - Compose - Cooked - Classical and appropriate types of dressings, ○ appetizers <ul style="list-style-type: none"> - Hot and cold appetizers (Egg mayonnaise, Prawn cocktail, fruit cocktail, green salad, Russian salad, Ceasser salad, Paté, Terrine, Aspic) <p>Practical:</p> <ul style="list-style-type: none"> • Prepare a salad according to the standard recipe • Prepare an appetizer according to the standard recipe
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Stocks, Soups and Sauces preparation
Module Code	H55S010M12
Module Type	Core Module
Duration (Hrs.)	60Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and prepare Stocks, Soups and Sauces
Learning Content	<p>Theory:</p> <ul style="list-style-type: none"> • Recipe, ingredients, tools, equipment and methods to be used to prepare <ul style="list-style-type: none"> ○ stocks; <ul style="list-style-type: none"> - Fish, Meat, Vegetable, White, brown ○ soups (Hot & Chilled); <ul style="list-style-type: none"> - Clear, puree, cream, broth, bisque, national soups, cold soups ○ sauces; <ul style="list-style-type: none"> - Bechamel - Velute, Brown, Cold emulsion , warm emulsion, Hot sauces, - Demi-glace, Glazes, - Coulis - Salsa <p>Practical:</p> <ul style="list-style-type: none"> • Prepare a two soups according to the standard recipe • Prepare a sauce according to the standard recipe
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Seasoning and marinating
Module Code	H55S010M13
Module Type	Core Module
Duration (Hrs.)	30Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and prepare Seasoning and marinating
Learning Content	Theory: <ul style="list-style-type: none"> • Types of seasoning and marinating • Recipe, ingredients, tools, equipment and methods to be used to prepare <ul style="list-style-type: none"> - Seasoning and marinating
	Practical: <ul style="list-style-type: none"> • Demonstrate preparation of two seasoning and marinating according to the standard food and dish
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Hot range foods preparation
Module Code	H55S010M14
Module Type	Core Module
Duration (Hrs.)	200Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and prepare hot range foods
Learning Content	Theory: <ul style="list-style-type: none"> • Recipe, ingredients, tools, equipment and methods to be used to prepare <ul style="list-style-type: none"> - Eggs, vegetables, fruits, pastas, seafood, poultry, meat, game (Theory only)
	Practical: <ul style="list-style-type: none"> • Demonstrate preparation of three dishes according to the standard recipe
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Desserts preparation
Module Code	H55S010M15
Module Type	Core
Duration (Hrs.)	200Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and prepare hot and chilled desserts - Identify and prepare classical desserts
Learning Content	Theory: <ul style="list-style-type: none"> • Recipe, ingredients, tools, equipment and methods to be used to prepare <ul style="list-style-type: none"> ○ Puddings <ul style="list-style-type: none"> - Hot and chilled ○ Classical ○ Tarts ○ Pies ○ Sponge / Cakes / Gateaux ○ Sweet sauces ○ Cheese cakes / flans ○ Ice creams ○ Cut fruits and salads ○ Jelly ○ Choux pastry ○ Fritters
	Practical: <ul style="list-style-type: none"> • Demonstrate preparation of two hot and chilled desserts according to the standard recipe
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

Module Title	Basic ethnic foods
Module Code	H55S010M16
Module Type	Core Module
Duration (Hrs.)	200Hrs
Learning Outcomes	After completion of this module trainees will be able to; <ul style="list-style-type: none"> - Identify and prepare basic ethnic foods
Learning Content	Theory: <ul style="list-style-type: none"> • Recipe, ingredients, tools, equipment and methods to be used to prepare <ul style="list-style-type: none"> - Types of Sri Lankan foods (Ethnic and festival foods) - Types of International foods (Indian (South/ North), Pakistan, Chinese / Mongolian, British, German, Thai, Indonesians, French, Italian, Arabic, Mexican, Japanese) - Types of ethnic sweets
	Practical: <ul style="list-style-type: none"> • Demonstrate preparation of three Sri Lankan and International foods according to the standard recipe • Prepare ethnic food recipe book with photographs.
Teaching-Learning activities	<ul style="list-style-type: none"> • Lectures • Assignments • Discussions • Presentations • Demonstrations
Forms of assessment	Formative Assessment + Summative Assessment

ASSESSMENT GUIDE

Forms of assessment

Formative & summative / Holistic assessments are suitable to assess the competencies with regard to this unit.

Assessment context

This unit may be assessed on the job, off the job, or a combination of both, demonstrated by an individual working alone or as a member of a team.

Assessment conditions

The candidate will be provided with all instruments, equipment, material and documentation required as outlined within this unit.

The candidate will be permitted to refer the following documents

- Relevant workplace procedures
- Relevant product manufacturer's instructions
- Relevant manuals, standards and reference material
- Relevant sections of the No. 45 of 1942 factories ordinance as last amendment by Act No. 19 of 2002 and its regulations

The candidate will be required to

- orally or by other modes of communication, answer questions asked by the assessor
- identify superiors, assigned for collection of competency evidence where appropriate
- provide evidence of off – job learning & training related to this unit

The assessor must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria and that he / she possesses the required underpinning knowledge and skills.

Special Notes

During the assessment the candidate shall:

- Demonstrate safe work practices at all times
- Communicate information about processes, events or tasks being undertaken to ensure safe and efficient working environment
- Take responsibility for the quality of his / her own work
- Plan tasks and review task requirements as appropriate
- Perform all tasks in accordance with standard operating procedures
- Use accepted techniques, practices and procedures in line with workplace standards

Tasks involved shall be completed within reasonable timeframes related to typical workplace activities.

Resources required for assessment:

These include material, tools, equipment, machines and documents listed within this unit.

(Approximately 20 students)

No Item	Quantity
Equipment	
1. Blender	1
2. Water Boiler (50L)	1
3. Brat pan	1
4. Chillers (Up wright)	1
5. Freezer	1
6. Refrigerators(Up wright)	1
7. Chocolate warmer	1
8. Coconut scraper (Table Model)	1
9. Coffee percolator	1
10. Combi oven	1
11. Cooking range (6 Burners with oven)	1
12. Deep fryers (5 -10 L)	1
13. Dough divider / moulder	1
14. Dough sheeter	1
15. Food processors	1
16. Grill plates / griddle	1
17. Grinders	1
18. High pressure cooker (Chinese)	1
19. Ice crusher	1
20. Marbled/granite table	1
21. Microwave oven	1
22. Electric Mincer	1
23. Panini grill	1
24. Pasta machine	1
25. Pastry table (stainless steel)	1

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26.	Pastry trolleys	1
27.	Proving cabinets	1
28.	Salamanders	1
29.	Meat Slicers	1
30.	Squeezer	1
31.	Table top small steamers	1
32.	Tandoori oven	1
33.	Toasters	1
34.	Food Trolleys	1
35.	Waffle iron	1
36.	Weighing machine (small table top scale-5Kg)	1
37.	Weighing machine (small table top scale-5-50 Kg)	1
38.	Wok	2
Tools		
39.	Baking tray	4
40.	Cake trays	4
41.	Bowls (Glass)	4
42.	Bowls (stainless steel)	4
43.	Colander – Medium size	4
44.	Cooking pots with lid (Large size, stainless steel, copper coated)	2
45.	Cooking pots with lid (Medium size, stainless steel, copper coated)	6
46.	Cooking pots with lid (Small size, stainless steel, copper coated)	6
47.	Pastry cutter (Set)	1
48.	Flour bin	2
49.	Sugar bin	1
50.	Frying pans	2

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51.	Funnel	2
52.	Ice cream scoop	2
53.	Pittu steamer	2
54.	Platters (Large)	4
55.	Platters (Small)	6
56.	Platters (Medium)	8
57.	Omelet pans	4
58.	Sizzling plates	8
59.	Stock pot cooker-Gas	1
60.	Stock pot	1
61.	Stainless Steel Soup passer manual	1
62.	Stainless Steel Conical Strainers (Small)	2
63.	Stainless Steel Conical Strainers (Medium)	2
64.	Stainless Steel Mesh type conical Strainers	2
65.	String hopper mould	50
66.	Rubber cake Trays	12
67.	Plastic containers with lids	12
68.	Pastry Brushes	2
69.	Butter curler	1
70.	Chopper	1
71.	Chopping board - food grade coded (blue/green /yellow/brown/cream)	5
72.	Garnishing tools (Set)	1
73.	Gas torch	1
74.	Graters large /small	2
75.	Grinding stone	1
76.	Ice tongs	1
77.	Icing sugar shaker	1

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78.	Kebab skewers	20
79.	Kitchen hammer	1
80.	Knives (Large /medium /small) 03 x 3	9
81.	Ladle & spatula	2
82.	Measuring jug	1
83.	Moulds chocolate (Set)	1
84.	Nozzles and cutters (Set)	1
85.	Oyster knife	1
86.	Measuring equipment (Large, Medium and Small)	1
Utensils		
87.	Baking tray and sheets	4
88.	Bowls (Glass)	6
89.	Bowls (stainless steel)	6
90.	Colander	1
91.	Cooking ware (pots, pans,) thick bottem stainless steel	1
92.	Cutter vegetable serated	1
93.	Flour bin	1
94.	Frying pans	3
95.	Funnel	2
96.	Ice cream scoop	2
97.	Pittu steamer	2
98.	Platters	6
99.	Sauce / soup pan	4
100.	Sizzling plates	6
101.	Stock pot	3
102.	Strainers	4
103.	String hopper mould	2

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104.	Thick bottomed pan, tilting pan	1
105.	Baking tray and sheets	4
Materials		
106.	Aluminium foil 2 meeters (Roll)	1
107.	Cleaning materials and equipment	6
108.	Cling film (Roll)	1
109.	Portioning bags and boxes (Doz)	6
110.	Toothpicks (Boxes)	2
111.	Wrappers muffin /pastry(Doz)	6
112.	Muslin cloth	4
113.	Oil papers	6
Other		
114.	Appropriate machine guards	Ensure all machine
115.	Menu display board	1
116.	Mirror large wall mounted	1
117.	Personal protective equipment (Gloves, Hair clips, Masks, Apron, Boots) (Set)	20
118.	Safety signs and symbols	Depends on the training centre
119.	Traditional kurakkan grinder	1
120.	Traditional sri lankan sweetmeat moulds	1
121.	Waste disposal bins	6
122.	Wire brush	2
123.	Bread slicer	1
124.	Clay pots large	6
125.	Clay pots medium	6
126.	Clay pots small	6
127.	Mortar and pestle	1
Other Requirements		

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128.	Exhaust fans / canope	4
129.	Fire extinguisher (Carbon dioxide)	4
130.	Firefighting equipment and fire blankets	4
131.	First aid box with essential items and approved medicines	2
132.	Fly catcher	2
133.	Garbage bins	4