

**Republic Of Kenya**

**Ministry Of Labor and Social Protection**

**State Department for Labor and Skills Development**

**NATIONAL OCCUPATIONAL STANDARDS**

**FOR**

**FOOD PRODUCTION COOK**

**LEVEL 4**

**ISCED PROGRAMME CODE:** **1013354A**

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First Edition, 2024

# FOREWORD

The hospitality industry is a cornerstone of Kenya's economy, contributing significantly to our GDP and providing employment opportunities for thousands of Kenyans. As we strive to position Kenya as a premier tourist destination and a hub for international conferences and events, the role of highly skilled professionals in managing world-class food and beverage operations becomes increasingly crucial.

This National Occupational Standard for Food Production Cook level 4 represents our commitment to excellence in the hospitality sector at the operations level. It is a product of extensive collaboration between the government, industry experts, and educational institutions, ensuring that they are both comprehensive and relevant to the current needs of the industry.

By establishing, clear benchmarks for the knowledge, skills, and attitudes required of Food Production Cook Level 4, these standards will play a vital role in:

1. Guiding curriculum development of in higher education institutions offering hospitality management programs
2. Providing a framework for assessment and certification at a senior management level
3. Offering a clear pathway for career progression in the food and beverage management profession
4. Enhancing the overall quality of service and operational efficiency in Kenya's hospitality establishments

I commend all those who have contributed to the development of these standards. Your expertise and dedication will have a lasting impact on the professionalization of food and beverage management in Kenya.

As we move forward, I call upon all stakeholders to embrace this standard and work collaboratively in their implementation. Together, we can elevate the standards of our hospitality industry, create more opportunities for our professionals, and strengthen Kenya's position as a world-class destination for tourism and business.

# PREFACE

The development of this National Occupational Standard (NOS) for food production cook marks a significant milestone in our ongoing efforts to enhance the quality and professionalism of Kenya's hospitality sector. This standard, aligned with the Kenya National Qualifications Framework (KNQF) Level 4, provide a comprehensive framework of the competencies required for food production cook to excel in their profession at a senior management level.

In an era where the hospitality industry plays a crucial role in our economy, particularly in supporting tourism and international business, the need for highly skilled and competent professionals at the management level cannot be overstated. These standards have been meticulously crafted to ensure that they reflect current industry practices, technological advancements, and international hospitality management trends.

The NOS cover a wide range of competencies, from strategic planning and financial management to the intricacies of food and beverage operations, quality control, and customer experience management. They are designed to serve as a benchmark for higher education institutions, a guide for employers, and a roadmap for career development for those in or aspiring to senior positions in food and beverage management.

We encourage all stakeholders, training providers, employers, and practitioners to adopt this standard. Its implementation will contribute significantly to raising the bar in service quality, enhancing operational efficiency, and ultimately, strengthening Kenya's position in the global hospitality market.

# ACKNOWLEDGEMENT

The development of this National Occupational Standard for Food Production Level 4 has been a collaborative effort, and we extend our sincere gratitude to all who have contributed their time, expertise, and resources to this important initiative.

We would like to specifically acknowledge:

* The senior management professionals from the hospitality industry who provided invaluable insights into current practices and future trends in food and beverage management.
* Representatives from leading hotels, restaurants, and catering companies across Kenya who participated in the consultation process.
* The Technical and Vocational Education Training Authority (TVETA) for their guidance and support throughout the development process.
* The education institutions offering hospitality management programs for their input on aligning the standards with advanced educational curricula.
* The dedicated team at the State Department for Labor and Skills Development who coordinated this project.

Your collective efforts have resulted in a robust standard that will significantly contribute to the professionalization of food and beverage production in Kenya at an operations level.

We also extend our appreciation to all those who will be involved in the implementation of this standard - educators, assessors, employers, and the Food and Beverage Production cooks themselves. Your commitment to excellence will be key to realizing the full potential of this standard.

Thank you all for your dedication to enhancing the quality of Kenya's hospitality industry at the all levels of food and beverage production.

# ACRONYMS

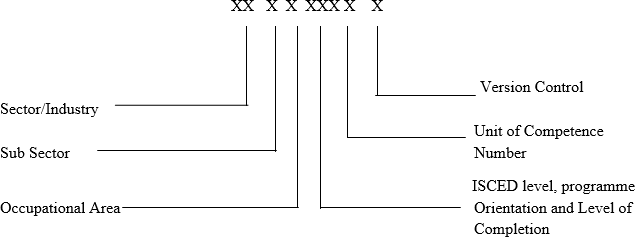
**HACCP**s Hazard Analysis and Critical Control Points

**PPE**  Personal Protective Equipment

**TVETA** Technical Vocational Education and Training Authority

**TVET** Technical Vocational Education and Training

# KEY TO UNIT CODE



**1 0 1 3 354 A**

**TABLE OF CONTENTS**

[FOREWORD iii](#_Toc197007334)

[PREFACE iv](#_Toc197007335)

[ACKNOWLEDGEMENT v](#_Toc197007336)

[ACRONYMS vi](#_Toc197007337)

[KEY TO UNIT CODE vii](#_Toc197007338)

[OVERVIEW ix](#_Toc197007339)

[MODULE ONE 2](#_Toc197007340)

[PREPARE STARTERS AND STARTER ACCOMPANIMENTS 3](#_Toc197007341)

[PREPARE MAIN MEAL 8](#_Toc197007342)

[PREPARE DESSERTS 15](#_Toc197007343)

[MODULE TWO 24](#_Toc197007344)

[PREPARE PASTRIES 25](#_Toc197007345)

[PREPARE SPECIALITY DISHES 29](#_Toc197007346)

# OCCUPATIONAL STANDARDS OVERVIEW

The **Food Production Cook Level 4 Occupational Standards** consist of competencies that a person must achieve to work as a food productioncookin the hospitality industry. The core competencies include: preparation of starters and starter accompaniments, main meals, desserts and bakery products, specialty dishes, and pastries.

**Summary of units of competency**

|  |  |
| --- | --- |
| **UNIT CODE** | **UNIT NAME** |
| 1013 351 01A | Prepare starters and starter accompaniments |
| 1013 35102A | Prepare Main meals |
| 1013 351 03A | Prepare Desserts |
| 1013 351 04A | Prepare Pastries |
| 1013 351 05A | Prepare Specialty dishes |

**PREPARE STARTERS AND STARTER ACCOMPANIMENTS**

**UNIT CODE: 1013** 351 **01A**

**UNIT DESCRIPTION**

This unit describes competencies required to prepare starters and starter accompaniments.

It involves preparing of cold, hot starters and starter accompaniments.

The unit is applicable in the hospitality industry

**ELEMENTS AND PERFORMANCE CRITERIA**

| ELEMENT  These describe the key outcomes which make up workplace function. | PERFORMANCE CRITERIA  These are assessable statements which specify the required level of performance for each of the elements.  *Bold and italicized terms are elaborated in the Range* |
| --- | --- |
| 1. Prepare cold starters | * 1. ***PPEs*** are donned as per work procedure   2. ***OSH***is practiced as per work procedure   3. ***Cleaning tools, equipment and materials***are identified and assembled as per work procedure   4. ***Food production tools and equipment***are assembled and cleaned as per work procedure   5. Ingredientsare collected and weighed as per standard recipe   6. Freshness and quality of the ingredients is checked as per HACCP   7. Ingredients are prepared as per standard ***recipe*** specifications   8. Hygiene practices are observed during preparation as per work procedures   9. ***Cold starters***are produced as per standard recipe   10. Cold starters are presented as per standard recipe   11. Tools, equipment and materials are cleaned and stored as per work procedures   12. Work surfaces and floors are cleaned as per work procedures   13. Waste is disposed as per work procedures |
| 1. Prepare hot starters | * 1. PPEs are donned as per work procedure   2. OSHis practiced as per work procedure   3. Cleaning tools, equipment andmaterials are identified and assembled as per work procedure   4. Food production tools and equipment are assembled and   cleaned as per work procedure   * 1. Ingredients are collected and weighed as per standard   recipe   * 1. Freshness and quality of ingredients is checked as per HACCP   2. Ingredients are prepared as per standard recipe specifications   3. Hygiene practices are observed during preparation as per work procedure   4. ***Hot starters*** are produced as per standard recipe   5. Hot starters are presented as per standard recipe   6. Tools, equipment and materialsare cleaned and stored as per work procedure   7. Work surfaces and floors are cleaned as per work procedure   8. Waste is disposed as per work procedure |
| 1. Prepare starter accompaniments | 1. PPEs are donned as per work procedure 2. OSH is practiced as per work procedure 3. Cleaning tools, equipment andmaterials are identified and assembled as per work procedure 4. Kitchen tools and equipment are assembled and cleaned as per work procedure 5. Ingredients are collected and weighed as per standard recipe 6. Freshness and quality of ingredients is checked as per HACCP 7. Ingredients are prepared as per standard recipe specifications 8. Hygiene practices are observed as per work procedure 9. ***Starter accompaniments*** are produced as per standard recipe 10. Accompaniments are presented as per standard recipe 11. Tools, equipment and materialsare cleaned and stored as per work procedure 12. Work surfaces and floors are cleaned as per work procedure 13. Waste is disposed as per work procedure |

**RANGE**

This section provides work environment and conditions to which the performance criteria apply. It allows for different work environment and situations that will affect performance.

| ***Variable*** | * **Range** |
| --- | --- |
| 1. ***PPEs*** may include but is not limited to: | * Safety boots * Kitchen cloth * Apron * Chef ‘s jacket * Chef ‘s hat * Chef ‘s trousers/Skirts * Neck tie * Kitchen gloves * Mask |
| 1. ***OSH*** may include but not limited to: | * Kitchen hazards * Hazard communication * Role of employer and employee on personal protective equipment * Ergonomics * Chemical safety * Fire safety * Workplace stress management * Emergency preparedness |
| 1. ***Cleaning tools, equipment and materials*** may include but not limited to: | * Sanitizer * Detergents * Paper towel * Sponges * Mops * Mop bucket * Hard brush * Soft brush * Dust pan and dust pan brush * Cobweb remover * Squeegee * Waste bins |
| 1. ***Food production tools and equipment*** may include but not limited to: | * Large equipment * Mechanical equipment * Small tools |
| 1. ***Types of recipes*** may include but not limited to: | * Basic * Standard * modified |
| 1. ***Cold starters*** may include but not limited to: | * Salads * Cold canapes * Cold soups |
| 1. ***Hot starters*** may include but not limited to: | * Clear soups * Thick soups * Puree * Cream soups * Veloutés * Specialty soups * Bisques * Sea food pancake |
| 1. ***Starter accompaniments*** may include but not limited to: | * Bread rolls * Breadsticks * Cheese crackers * Croutons * Flute * Dips * Cheese straws |

**REQUIRED KNOWLEDGE AND SKILLS**

This section describes the knowledge and skills required for this unit of competency.

**Required knowledge**

The individual needs to demonstrate knowledge of:

* Food production
* Basic culinary techniques
* Hygiene and sanitation
* Safety
* Property management
* Food science and nutrition

**Required skills**

The individual needs to demonstrate the following skills:

* Culinary
* Analytical
* Attention to detail
* Critical thinking
* Decision making
* Creativity
* Time management
* Interpersonal

**EVIDENCE GUIDE**

This provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills range.

|  |  |
| --- | --- |
| 1. Critical aspects of competency | ***Assessment requires evidence that the candidate:***   * 1. Donned ***PPEs*** as per work procedure   2. Practiced ***OSH as*** per work procedure   3. Assembled and cleaned ***Food production tools*** ***and equipment*** as per work procedure.   4. Collected and weighed ingredients as per standard recipe   5. Checked freshness and quality of ingredients as per HACCP   6. Prepared Ingredients as per standard recipe specifications.   7. Prepared ***cold starters*** as per standard recipe.   8. Prepared ***hot starters*** as per standard recipe.   9. Prepared ***starter accompaniments*** as per standard recipe.   10. Presented ***cold starters*** as per standard recipe.   11. Presented ***hot starters*** as per standard recipe.   12. Presented ***starter accompaniments*** as per standard recipe   13. Cleaned and stored tools, equipment and materials as per work procedure.   14. Cleaned work surfaces and floors as per work procedure.   15. Disposed waste as per environmental regulations |
| 1. Resource implications | The following resources should be provided:   * 1. Appropriately simulated environment where assessment can take place   2. Access to relevant work environment   3. Resources relevant to the proposed activities or tasks |
| 1. Methods of assessment | Competency in this unit may be assessed through:   1. Practical assessment 2. Projects. 3. Third party report 4. Written assessment 5. Oral assessment |
| 1. Context of assessment | 1. This competency may be assessed in a workplace or a simulated workplace environment. |
| 1. Guidance information for assessment | 1. Holistic assessment with other units relevant to the industry sector and workplace job role is recommended. |

**PREPARE MAIN MEAL**

**UNIT CODE: 1013** 351 **02A**

**UNIT DESCRIPTION**

This unit describes competencies required to prepare the main meal.

It involves the preparation of protein dishes, starch dishes, vegetable dishes, and breakfast items.

**ELEMENTS AND PERFORMANCE CRITERIA**

| **ELEMENT**  These describe the key outcomes which make up workplace function. | **PERFORMANCE CRITERIA**  These are assessable statements which specify the required level of performance for each of the elements.  *Bold and italicized terms are elaborated in the Range* |
| --- | --- |
| 1. Prepare protein dishes | * 1. ***PPEs***are donned as per work procedure   2. ***OSH*** is practiced as per work procedure   3. ***Cleaning tools, equipment and materials***are identified and assembled as per work procedure.   4. Kitchen tools and equipment are assembled and cleaned as per work procedure.   5. ***Ingredients*** are collected and weighed as per standard recipe.   6. Freshness and quality of ingredients is checked as per HACCP   7. Ingredients are prepared as per standard recipe specifications.   8. Hygiene practices are observed as per work procedure.   9. ***Protein dishes***are produced as per standard recipe   10. ***Sauces*** are produced as per protein dish   11. Protein dishes are presented as per standard recipe   12. ***Tools, equipment and materials***are cleaned and stored as per work procedure   13. Work surfaces and floors are cleaned as per work procedure.   14. Waste is disposed as per work procedure. |
| 1. Prepare starch dishes | 1. ***PPEs***are donned as per work procedure 2. ***OSH*** is practiced as per work procedure 3. ***Cleaning tools, equipment and materials***are identified and assembled as per work procedure. 4. Kitchen tools and equipment are assembled and cleaned as per work procedure. 5. ***Ingredients***are collected and weighed as per standard recipe 6. Freshness and quality of ingredients is checked as per HACCP 7. Ingredients are prepared as per standard recipe specifications. 8. Hygiene practices are observed as per work procedure. 9. ***Starch dishes***are produced as per standard recipe. 10. Starch dishes are presented as per standard recipe. 11. ***Tools, equipment and materials***are cleaned and stored as per work procedure. 12. Work surfaces and floors are cleaned as per work procedure 13. Waste is disposed as per work procedure. |
| 1. Prepare vegetable dishes | * 1. ***PPEs***are donned as per work procedure.   2. ***OSH*** is practiced as per work procedure   3. ***Cleaning tools, equipment and materials***are identified and assembled as per work procedure   4. Food production tools and equipment are assembled and cleaned as per work procedure.   5. ***Ingredients***are collected and weighed as per standard recipe   6. Freshness and quality of ingredients is checked as per HACCP   7. Ingredients are prepared as per standard recipe specifications   8. Hygiene practices are observed as per work procedure.   9. ***Vegetable dish***is produced as per standard recipe.   10. Vegetable dishes are presented as per standard recipe   11. ***Tools, equipment******and materials***are cleaned and stored as per work procedure.   12. Work surfaces and floors are cleaned as per work procedure.   13. Waste is disposed as per work procedure. |
| 1. Prepare breakfast items | 1. ***PPEs***are donned as per work procedure. 2. ***OSH*** is practiced as per work procedure 3. ***Cleaning tools, equipment and materials*** are identified and assembled as per work procedure 4. Food production tools and equipment are assembled and cleaned as per work procedure. 5. Ingredients are collected and weighed as per *type of breakfast.* 6. Freshness and quality of ingredients is checked as per HACCP 7. Ingredients are prepared as per standard recipe specifications 8. Hygiene practices are observed as per work procedure. 9. ***Breakfast items*** are produced as per standard recipe.    1. Breakfast items are presented as per type of breakfast    2. ***Tools, equipment and materials***are cleaned and stored as per work procedure.    3. Work surfaces and floors are cleaned as per work procedure.    4. Waste is disposed as per work procedure. |

**RANGE**

This section provides work environment and conditions to which the performance criteria apply. It allows for different work environment and situations that will affect performance.

|  |  |
| --- | --- |
| **Variable** | **Range** |
| 1. ***PPEs*** may include but is not limited to: | * Safety boots * Kitchen cloth * Apron * Chef ‘s jacket * Chef ‘s trouser/skirt * Chef ‘s hat * Neck tie * Kitchen gloves * Mask * Oven gloves |
| 1. ***Cleaning material*** may include but is not limited to: | * Water * Sanitizer * Detergents * Paper towel * Fruit and salad wash |
| 1. ***Tools, equipment and materials*** may include but is not limited to: | * Large equipment * Mechanical equipment * Small tools |
| 1. ***Ingredients*** may include but not limited to: | * Vegetables * Meats * Pastas * Starches * Seasonings * Eggs * Processed meats * Fruits * Cereals and legumes * Cooking oil * Dairy and non-dairy products |
| 1. ***Protein dishes*** may include but not limited to: | * Chicken dishes * Beef dishes * Mutton /lamb dishes * Pork dishes * Pulses dishes * Game dishes * Fish dishes * Eggs dishes |
| 1. ***Sauces*** may include but not limited to: | * Basic sauces * Béchamel * Veloutés * Espagnole/ brown sauce * Tomato sauce * Hollandaise * Others * Mayonnaise * Beurre blanc * Garlic butter * Sweet and sour * Mint sauce * Bread sauce |
| 1. ***Starch dishes*** may include but not limited to: | * Rice dishes * Corn dishes * Pasta dishes * Plantains * Wheat dishes * Potatoes dishes * Cassava dishes * Millet dishes * Oat dishes * Yams dishes |
| 1. ***Vegetable dishes*** may include but is not limited to: | * Leafy * Cruciferous * Root vegetables * Tubers * Alliums * Legumes * Nightshades * Squash and guard * Stalk vegetables * Mushroom |
| 1. ***Types of breakfast*** may include but is not limited to: | * American * English * Continental * Vegan * Asian * Brunch |

**REQUIRED KNOWLEDGE AND SKILLS**

This section describes the knowledge and skills required for this unit of competency.

**Required knowledge**

The individual needs to demonstrate knowledge of:

* Food production
* Property management
* Basic culinary techniques
* Hygiene and sanitation
* Safety
* Food science and nutrition

**Required skills**

The individual needs to demonstrate the following skills:

* Time management
* Culinary
* Analytical
* Attention to detail
* Critical thinking
* Decision making
* Creativity
* Interpersonal

**EVIDENCE GUIDE**

This provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills range.

|  |  |
| --- | --- |
| 1. Critical aspects of competency | ***Assessment requires evidence that the candidate:***   1. Donned ***PPEs*** as per work procedure 2. Practiced ***OSH*** as per work procedure 3. Assembled and cleaned food production tools and equipment as per work procedure 4. Collected and weighed ingredients as per standard recipe 5. Checked freshness and quality of ingredients as per HACCP 6. Prepared Ingredients as per standard recipe specifications 7. Produced protein dishes as per standard recipe 8. Sauces are produced as per protein dishes 9. Produced starch dishes as per standard recipe 10. Produced vegetable dishes as per standard recipe 11. Prepared breakfast items as per standard recipe 12. Presented protein dishes as per standard recipe 13. Presented starch dishes as per standard recipe 14. Presented vegetable dishes as per standard recipe 15. Presented breakfast items as per standard recipe 16. Clean and store tools, equipment and materials as per work procedure. 17. Cleaned work surfaces and floors as per work as procedure. 18. Disposed waste as per work procedure |
| 1. Resource implications | The following resources should be provided:   * 1. Appropriately simulated environment where assessment can take place   2. Access to relevant work environment   3. Resources relevant to the proposed activities or tasks |
| 1. Methods of assessment | Competency in this unit may be assessed through:   1. Practical 2. Project 3. Portfolio of evidence 4. Third Party Reports 5. Written assessments 6. Oral questioning |
| 1. Context of assessment | 4.1 This competency may be assessed in a training institution, workplace or a simulated workplace |
| 1. Guidance information   for assessment | 5.1 Holistic assessment with other units relevant to the industry sector and workplace job role is recommended. |

**PREPARE DESSERTS**

**UNIT CODE: 1013** 351 **03A**

**UNIT DESCRIPTION:**

This unit describes competencies required to prepare desserts and bakery products. It involves preparation of cold desserts, hot desserts, cakes and accompanying sauces and bakery products.

**ELEMENTS AND PERFORMANCE CRITERIA**

|  |  |
| --- | --- |
| ELEMENT  These describe the key outcomes which make up workplace function. | PERFORMANCE CRITERIA  These are assessable statements which specify the required level of performance for each of the elements.  *Bold and italicized terms are elaborated in the Range* |
| 1. Prepare cold desserts | * 1. ***PPEs*** are donned as per work procedure   2. ***OSH*** is practiced as per work procedure   3. ***Cleaning tools, equipment and materials*** are identified and assembled as per work procedure   4. Kitchen tools and equipment are assembled and cleaned as per work procedure.   5. Ingredients are collected and weighed as per standard ***recipe***   6. Freshness and quality of ingredients is checked as per HACCP   7. Ingredients are prepared as per standard recipe specifications.   8. Hygiene practices are observed as per work procedure.   9. ***Cold desserts*** are produced as per standard recipe   10. Cold desserts are presented as per standard recipe   11. Tools, equipment and materials are cleaned and stored as per work procedure.   12. Work surfaces and floors are cleaned as per work procedure.   13. ***Waste*** is disposed as per work procedure. |
| 1. Prepare hot desserts | * 1. ***PPEs*** are donned as per work procedure   2. ***Cleaning tools, equipment and materials*** are identified and assembled as per work procedure   3. Food production tools and equipment are assembled and cleaned as per work procedure.   4. Ingredients are collected and weighed as per standard recipe   5. Freshness and quality of ingredients is checked as per HACCP   6. Ingredients are prepared as per standard recipe specifications   7. Hygiene practices are observed as per work procedure.   8. ***Hot desserts*** are produced as per standard recipe   9. Hot desserts are presented as per recipe   10. Tools, equipment and materials are cleaned and stored as per work procedure.   11. Work surfaces and floors are cleaned as per work procedure.   12. ***Waste*** is disposed as per work procedure. |
| 1. Prepare cakes and accompanying sauces | * 1. *PPEs* are donned as per work procedure.   2. ***Cleaning tools, equipment and materials*** are identified and assembled per work procedure.   3. Kitchen tools and equipment are assembled and cleaned as per work procedure.   4. Ingredients are collected and weighed as per standard recipe.   5. Freshness and quality of ingredients is checked as per HACCP.   6. ***Cakes*** are prepared as per standard recipe specifications   7. Hygiene practices are observed during preparation as per work procedure.   8. ***Accompanying sauces*** are produced as per standard recipe   9. Accompanying sauces are presented as per standard recipe   10. Tools, equipment and materials are cleaned and stored as per work procedure.   11. Work surfaces and floors are cleaned as per work procedure.   12. ***Waste*** is disposed as per works procedure. |

**RANGE**

This section provides work environment and conditions to which the performance criteria apply. It allows for different work environment and situations that will affect performance.

|  |  |
| --- | --- |
| **Variable** | **Range** |
| 1. ***PPEs*** may include but not limited to: | Uniforms:   * Safety boots * Side cloth * Apron * Chef’s jacket * Chef’s trouser/skirt * Chef’s hat * Neck tie * Kitchen gloves * Mask * Oven gloves |
| 1. ***Safety practices*** may include but not limited to; | * Personal hygiene * Food safety * Safety use of equipment * Prevention of burns and scalds * Fire safety. |
| 1. ***Cleaning materials*** may include but not limited to: | * Water * Sanitizer * Detergents * Paper towel * Fruit wash |
| 1. ***Tools and equipment*** may include but not limited to: | * Sponges * Cleaning containers * Chopping boards * Kitchen Knives * Glass bowls * Mixing bowls * Wire whisk * Squeezer bottles * Refrigerator * Salamander * Cooking pots * Blenders * Wooden spoons * Ladle * Conical strainer * Waste bins * Squeegee * Pans * Spatulas * Oven * Brush * Waffle making machine * Juicer * Assorted tongs * Rational oven * Gastronome * Urns * Freezers * Peelers and graters * Cling film * Aluminum foil * Food labels * Dough mixer * Rolling pins * Piping bags * Baking tins * Greaseproof paper * Scoops * Torch gun * Weighing scale |
| 1. **Ingredients** may include but not limited to: | * Flour * Raising agents * Dairy and non-dairy products * Dried fruits * Sugar and salt * Cooking Fats and oils * Eggs * Fruits |
| 1. ***Cold desserts*** may include but not limited to: | * Caramels * Tiramisu * Cheese cake * Sorbets * Ice cream * Fruit salad * Pies * Baked Alaska * Profiteroles * Éclairs * Mousse * Jellies |
| 1. ***Hot desserts*** may include but not limited to: | * Bread and butter pudding * Ginger and nut pudding * Chocolate pudding   Umm Ali |
| 1. ***Bakery products*** may include but not limited to: | * Assorted Breads * Doughnuts * Mandazi * Croissants * Pastries * Short cake   Muffins |
| 1. ***Cakes*** may include but not limited to: | * Mille-feuille * Swiss roll * Red velvet * Fruit cake * Vanilla cake * Chocolate |
| ***Accompanying sauces*** may include but not limited to: | * Custard sauce * Chocolate sauce * Strawberry sauce * Passion sauce * Lemon sauce * Orange sauce * Vanilla sauce |
| ***Waste disposal methods*** may include but not limited to; | * Composting bins for organic and in organic waste. * Use of bio degradable bags. * Garbage disposal units. |

**REQUIRED KNOWLEDGE AND SKILLS**

This section describes the knowledge and skills required for this unit of competency.

**Required knowledge**

The individual needs to demonstrate knowledge of:

* Food production
* Property management
* Basic culinary techniques
* Hygiene and sanitation
* Safety
* Food science and nutrition

**Required skills**

The individual needs to demonstrate the following skills:

* Time management
* interpersonal
* Culinary
* Analytical
* Attention to detail
* Critical thinking
* Decision making
* Creativity

**EVIDENCE GUIDE**

This provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills range.

|  |  |
| --- | --- |
| 1. Critical aspects of competency | ***Assessment requires evidence that the candidate:***   * 1. Donned PPEs as per work procedure   2. Practiced ***safety*** as per work procedure   3. Conserved ***kitchen resources*** as per work procedure   4. Assembled and cleaned Food production tools and equipment as per work procedure   5. Collected and weighed ingredients as per standard recipe   6. Checked freshness and quality of ingredients as per HACCP   7. Prepared Ingredients as per standard recipe specifications   8. Prepared cold desserts as per standard recipe   9. Prepared hot desserts as per standard recipe   10. Prepared bakery products as per standard recipe   11. Prepared cakes and sauces as per standard recipe   12. Presented cold desserts as per standard recipe   13. Presented hot desserts as per standard recipe   14. Presented bakery products as per standard recipe   15. Presented cakes and sauces as per standard recipe   16. Cleaned and stored tools, equipment and materials as per work procedure.   17. Cleaned work surfaces and floors as per work procedure.   18. Disposed waste as per work procedure |
| 1. Resource implications | The following resources should be provided:   * 1. Appropriately simulated environment where assessment can take place   2. Access to relevant work environment   3. Resources relevant to the proposed activities or tasks |
| 1. Methods of assessment | Competency in this unit may be assessed through:   * 1. Practical   2. Portfolio of evidence   3. Written test   4. Projects   5. Oral assessment |
| 1. Context of assessment | * 1. This competency may be assessed in a workplace or a   simulated workplace |
| 1. Guidance information for   assessment | 1. Holistic assessment with other units relevant to the   industry sector and workplace job role is recommended. |

**PREPARE PASTRIES**

**UNIT CODE: 1013 351 04A**

**UNIT DESCRIPTION**

This unit covers the competencies required to prepare pastries. It involves preparing short pastry, sugar pastry, puff pastry and choux pastry

This standard applies in the hospitality industry.

**ELEMENTS AND PERFORMANCE CRITERIA**

|  |  |
| --- | --- |
| **ELEMENT**  These describe the key outcomes which make up workplace  Function | **PERFORMANCE CRITERIA**  These are assessable statements which specify the required level of performance for each of the elements.  ***Bold and italicized terms are elaborated in the Range*** |
| 1. Prepare short pastry | * 1. ***PPEs*** are donned as per workplace requirement   2. Work surfaces and equipment are cleaned as per workplace requirement   3. Ingredients are assembled as per recipe   4. Ingredients are weighed as per recipe   5. Ingredient***s*** are mixed as per recipe.   6. Mixture is baked as per recipe   7. ***Short pastry products*** are finished and packaged as per workplace requirements |
| 1. Prepare sugar pastry | * 1. PPEs are donned as per workplace requirement   2. Work surfaces and equipment are cleaned as per workplace requirement   3. Ingredients are assembled as per recipe   4. Ingredients are weighed as per recipe   5. Ingredients are mixed as per recipe.   6. Mixture is baked as per recipe   7. ***Sugar pastry products*** are finished and packaged as per workplace requirements |
| 1. Prepare puff pastry | * 1. PPEs are donned as per workplace requirement   2. Ingredients and equipment are assembled as per puff recipe   3. Puff pastry making equipment are cleaned as per work requirement.   4. Ingredients are weighed as per puff pastry recipe   5. Puff pastry ingredients are mixed as per puff recipe procedure   6. Puff pastry dough is laminated as per puff recipe   7. Laminated puff pastry dough is chilled as per recipe   8. Chilled puff pastry is rolled out as per recipe   9. Rolled out puff pastry is portioned as per recipe.   10. ***Puff pastry products*** are baked as per recipe   11. Puff pastry products are packaged as per workplace requirements |
| 1. Prepare choux pastry | * 1. PPEs are donned as per workplace requirement   2. Work surfaces and equipment are cleaned as per workplace requirement   3. Ingredients are assembled as per recipe   4. Ingredients are weighed as per recipe   5. Ingredients are mixed as per recipe.   6. ***Choux pastry products*** are produced as per recipe   7. Choux pastry products are finished and packaged as per workplace requirements |

**RANGE**

This section provides work environment and conditions to which the performance criteria apply. It allows for different work environment and situations that will affect performance.

|  |  |
| --- | --- |
| **Variable** | **Range** |
| 1. ***PPEs*** may include but not limited to; | * Kitchen boots * Kitchen cloth * Apron * Chef ‘s jacket * Chef ‘s hat * Chef ‘s trousers/Skirts * Neck tie * Oven gloves |
| 1. ***Short pastry products*** may include but not limited to; | * Fruit pies * Treacle tart * Cheese and ham savoury flan * Cornish pasties * Turnovers |
| 1. ***Sugar pastry products*** may include but not limited to; | * Biscuits * Cookies * Pear and almond tart * Banana flan * Apple flan * Lemon tart * Lemon meringue pie * Bakewell tart |
| 1. ***Puff pastry products*** may include but not limited to; | * Jam turnovers * Apple turnovers * Cream horns * Sausage modified straight dough * Puff pastry slices * Meat pie |
| 1. ***Choux pastry products*** may include but not limited to; | * Eclairs * Cream sponge dough * Profiteroles |

**REQUIRED SKILLS AND KNOWLEDGE**

This section describes the skills and knowledge required for this unit of competency.

**Required Skills**

The individual needs to demonstrate the following skills:

* Dough handling
* Baking techniques
* Creativity

**Required Knowledge**

The individual needs to demonstrate knowledge of:

* Texture awareness
* Decoration of cookies
* Ingredients
* Temperature control
* Occupational safety and health
* Hygiene and sanitation

**EVIDENCE GUIDE**

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

|  |  |
| --- | --- |
| 1. Critical aspects of Competency | Assessment requires evidence that the candidate:   * 1. Donned PPEs as per workplace requirement   2. Cleaned work surfaces and equipment as per work requirement   3. Weighed ingredients as per recipe   4. Mixed ingredients as per recipe.   5. Laminated puff pastry as per recipe.   6. Chilled and rolled out laminated puff pastry as per recipe   7. Produced pastries as per recipe   8. Finished puff pastry products as per recipe |
| 1. Resource Implications | * 1. The following resources should be provided: * Appropriately simulated environment where assessment can take place. * Access to relevant assessment environment. * Resources relevant to the proposed assessment activity or tasks. |
| 1. Methods of Assessment | Competency in this unit may be assessed through:   1. Practical assessment 2. Project 3. Portfolio of evidence 4. Third party reports 5. Written tests 6. Oral questioning |
| 1. Context of Assessment | * 1. Competency may be assessed * Simulated Workplace environment * Workplace environment |
| 1. Guidance information for assessment | * 1. Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended. |

**PREPARE SPECIALITY DISHES**

**UNIT CODE: 1013 351 05A**

**UNIT DESCRIPTION:**

This unit describes competencies required to prepare specialty dishes.

It involves preparation of local dishes, vegetarian dishes, sea foods and international dishes.

**ELEMENTS AND PERFORMANCE CRITERIA**

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| --- | --- |
| **ELEMENT**  These describe the key outcomes  which make up workplace function. | **PERFORMANCE CRITERIA**  These are assessable statements which specify the required level of performance for each of the elements.  ***Bold and italicized terms are elaborated in the Range*** |
| 1. Prepare local dishes | * 1. Menu planned as per the customers’ requirements   2. ***Recipes*** prepared as per the menu   3. Menu costed as per the recipe ingredients.   4. ***PPEs*** are donned as per work procedure   5. ***OSH*** is practiced as per work procedure   6. ***Cleaning tools, equipment and materials*** are identified and assembled as per work procedures.   7. Kitchen ***tools and equipment*** are assembled and cleaned as per work procedure   8. ***Ingredients*** are collected and weighed as per standard recipe.   9. Freshness and quality of ingredients is checked as per   ***HACCP.***   * 1. Ingredients are prepared as per standard recipe   2. Hygiene practices are observed as per work procedure.   3. ***Local dishes*** are produced as per recipe.   4. Local dishes are presented as per ***theme.***   5. Tools, equipment and materials are cleaned and stored as per work procedure.   6. Work surfaces and floors are cleaned as per work Procedure.   7. Waste is disposed as per work procedure. |
| 1. Prepare vegetarian dishes | * 1. ***PPEs*** are donned as per work procedure.   2. ***OSH*** is practiced as per work procedure   3. ***Cleaning tools, equipment and materials*** are identified and assembled as per work procedure.   4. ***Kitchen tools and equipment*** are assembled and cleaned as per work procedure.   5. ***Vegetarian ingredients*** are collected and weighed as per standard recipe   6. Freshness and quality of ingredients is checked as per HACCP.   7. Ingredients are prepared as per standard recipe specifications   8. Hygiene practices are observed as per work procedure.   9. ***Vegetarian dishes*** are prepared as per standard recipe   10. Vegetarian dishes are presented as per standard recipe   11. Tools, equipment and materials are cleaned and stored as per work procedure.   12. Work surfaces and floors are cleaned as per work procedure.   13. ***Waste*** is disposed as per work procedure. |
| 1. Prepare sea foods | * 1. ***PPEs*** are donned as per work procedure.   2. ***OSH*** is practiced as per work procedure   3. ***Cleaning tools, equipment and materials*** are identified and assembled as per work procedure.   4. ***Kitchen tools and equipment*** are assembled and cleaned as per work procedure.   5. Sea foods ingredients are collected and weighed as per standard recipe.   6. Freshness and quality of ingredients is checked as per HACCP   7. Ingredients are prepared as per standard recipe specifications.   8. Hygiene practices are observed as per work procedure.   9. Sea foods are prepared as per standard recipe   10. Sea foods are presented as per standard recipe   11. Tools, equipment and materials are cleaned and stored as per work procedure.   12. Work surfaces and floors are cleaned as per work procedure.   13. Waste is disposed as per work procedure. |
| 1. Prepare international dishes | * 1. ***PPEs*** are donned as per work procedure   2. ***OSH*** is practiced as per work procedure   3. ***Cleaning tools, equipment and materials*** are identified and assembled as per work procedure.   4. ***Kitchen tools and equipment*** are assembled and cleaned as per work procedure.   5. International dishes ingredients are collected and weighed as per standard recipe   6. Freshness and quality of ingredients is checked as per HACCP.   7. Ingredients are prepared as per standard recipe specifications.   8. Hygiene practices are observed as per work procedures.   9. ***International dishes*** are prepared as per standard recipe.   10. International dishes are presented as per theme   11. Tools, equipment and materials are cleaned and stored as per work procedure.   12. Work surfaces and floors are cleaned as per work procedure.   13. Waste is disposed as per work procedure. |

**RANGE**

This section provides work environment and conditions to which the performance criteria apply. It allows for different work environment and situations that will affect performance.

|  |  |
| --- | --- |
| **Variable** | **Range** |
| 1. ***PPEs*** may include but not limited to: | * Safety boots * Side cloth * Apron * Chef’s jacket * Chef’s trouser/skirt * Chef’s hat * Neck tie * Kitchen gloves * Mask * Oven gloves |
| 1. ***Safety*** practices may include but not limited to: | * Food safety * Safety use of equipment * Prevention of burns and scalds * Fire safety. |
| 1. ***Cleaning materials*** may include but not limited to: | * Detergent * Mops * Mop buckets * Dust pan * Broom * Sanitizers |
| 1. ***Kitchen tools and equipment*** may include but not limited to: | * Large equipment * Mechanical equipment * Small tools * Digital/automated |
| 1. ***Ingredients*** may include but not limited to: | * Vegetables * Herbs, spices and condiments * Alcoholic beverages * Meats * Sea weeds * Prawns * Lobsters * Crabs |
| 1. ***Local dishes*** may include but not limited to: | * Mokimo * Kimanga * Mafuke * Matoke * Mushenye * Pilau * Muthokoi * Aliya |
| 1. ***Themes*** may include but not limited to: | * Swahili dishes * Kikuyu * Luhya * Kamba * Luo * Kalenjin * Meru * Indian * Italian * Asian |
| 1. ***Recipe*** may include but not limited to: | * Basic recipe * Standard recipe |
| 1. ***Vegetarian*** may include but not limited to: | * Semi- vegetarian * Vegans * Lacto-ovo * Lacto vegetarian |
| 1. ***Sea foods*** may include but not limited to: | * Fried Calamari * Steamed Crab * Grilled Lobster * Prawn masala * Grilled octopus * Oysters |
| 1. ***International dishes*** may include but not limited to***:*** | * Sushi * Lasagna * Paneer masala * Bolognaise * Stroganoff |
| 1. ***13. Waste disposal methods*** mayinclude but not limited to; | * Composting bins for organic and in organic waste. * Use of bio degradable bags. * Garbage disposal units. |

**REQUIRED KNOWLEDGE AND SKILLS**

This section describes the knowledge and skills required for this unit of competency.

**Required knowledge**

The individual needs to demonstrate knowledge of:

* Culinary Terms and Techniques
* Kitchen Equipment
* Food knowledge Safety
* Adaptability
* Hygiene and sanitation.
* Menu Knowledge
* Dietary needs
* Knowledge of Various Cuisines

**Required Skills**

The individual needs to apply the following skills:

* Culinary Skills
* Time Management
* Creativity
* Food presentation
* Time Management
* Communication
* Interpersonal

**EVIDENCE GUIDE**

This provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills range.

|  |  |
| --- | --- |
| 1. Critical aspects of competency | ***Assessment requires evidence that the candidate***:   * 1. Donned PPE’s as per work procedure.   2. Practiced ***safety*** as per work procedure   3. Conserved ***kitchen resources*** as per work procedure   4. Selected and assembled Kitchen Equipment and tools as per the speciality cuisine recipe.   5. Observed safety and hygiene practices as per work procedure.   6. Assembled Ingredients as per the speciality cuisine recipe.   7. Checked freshness and quality of ingredients as per HACCP   8. Prepared local dishes as per standard recipe.   9. Prepared vegetarian dishes as per standard recipe.   10. Prepared sea foods as per standard recipe.   11. Prepared international dishes as per standard recipe.   12. Portioned, garnished and presented speciality dishes as per standard recipe.   13. Disposed waste as per environmental regulations |
| 1. Resource implications | The following resources should be provided:   * 1. Appropriately simulated environment where assessment can take place   2. Access to relevant work environment   Resources relevant to the proposed activities or tasks |
| 1. Methods of assessment | Competency in this unit may be assessed through:   * 1. Practical   2. Written test   3. Portfolio of evidence   4. Oral questioning   Projects |
| 1. Context of assessment | 4.1 This competency may be assessed in a workplace or a  simulated workplace |
| 1. Guidance information   for assessment | 5.1 Holistic assessment with other units relevant to the industry  sector and workplace job role is recommended. |