



Australian Government

Department of Education, Employment and Workplace Relations

SITHCCC001A Organise and prepare food

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to organise and prepare a variety of foods for the kitchen of a hospitality or catering operation. It focuses on general food preparation techniques.

The term organising and preparing food is also referred to as mise en place and includes basic preparation prior to serving food, which may involve cooking components of a dish but does not include the actual presentation.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Application of the Unit

This unit applies to hospitality and catering operations where food is prepared and served, and may include the preparation of food for Asian cuisines.

Those undertaking this role work under supervision and usually as part of a team.

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

This unit must be assessed after the following prerequisite unit:
SITXOHS002A Follow workplace hygiene procedures.

Employability Skills Information

The required outcomes described in this unit of competency contain applicable facets of employability skills. The Employability Skills Summary of the qualification in which this unit is packaged will assist in identifying employability skills requirements.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Where **bold italicised** text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 Prepare and use equipment.	1.1 Select equipment of the correct type and size for the job, and ensure that it is clean, safely assembled and ready before use.
	1.2 Use equipment correctly, safely and hygienically.
2 Assemble and prepare ingredients for menu items.	2.1 Identify ingredients according to standard recipes, recipe cards or enterprise requirements.
	2.2 Assemble ingredients according to the correct quantity, type and quality required.
	2.3 Prepare ingredients in the required form and timeframe.
3 Prepare dairy, dry goods, fruits and vegetables.	3.1 Prepare food according to correct weight, amount and number of portions.
	3.2 Clean, peel and prepare vegetables and fruit as required for menu items.
	3.3 Prepare dairy products as required for menu items, ensuring they are correctly handled.
	3.4 Measure, sift where appropriate, and use dry goods as required for menu items.
	3.5 Prepare general food items as required for menus.
4 Prepare meat, seafood and poultry.	4.1 Prepare and portion meat, seafood and poultry accurately, according to size, weight and required menu items.
	4.2 Trim, mince or slice and prepare meat correctly.

- 4.3 Clean, prepare and fillet fish and seafood correctly.
- 4.4 Trim and prepare poultry correctly.
- 4.5 Store meat, seafood and poultry hygienically.

Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

The following skills must be assessed as part of this unit:

logical and time-efficient work flow

knife handling techniques

cutting techniques for foods as required for menu items

hygienic handling of food and equipment according to local, state or territory and national regulatory requirements

safe work practices according to OHS principles and procedures, particularly with regard to using knives

waste minimisation techniques and environmental considerations in relation to food preparation

problem-solving skills to deal with minor problems, such as shortages of ingredients

literacy skills to read recipes, menus, instructions and orders

numeracy skills to calculate portions, and weigh and measure quantities of ingredients.

The following knowledge must be assessed as part of this unit:

uses and characteristics of basic food products and types of menus as required.

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency

Evidence of the following is essential:

application of hygiene and safety principles and procedures

ability to organise and prepare a wide variety of general food items within realistic workplace time constraints.

Context of and specific resources for assessment

Assessment must ensure:

demonstration of skills within normal operating conditions of a fully equipped commercial kitchen including industry-current equipment

industry-realistic ratios of kitchen staff to customers.

Methods of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

direct observation of the candidate preparing food

inspection of food items prepared by the candidate

written or oral questions to assess knowledge of preparation techniques for various food types

review of portfolios of evidence and third-party workplace reports of on-the-job performance by the candidate.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

SITHCCC002A Present food

SITHCCC007A Prepare sandwiches.

Assessing employability skills

Employability skills are integral to effective performance in the workplace and are broadly consistent across industry sectors. How these skills are applied varies between occupations and qualifications due to the different work functions and contexts. Employability skills embedded in this unit should be assessed holistically with other relevant units that make up the skill set or qualification and in the context of the job role.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording in the performance criteria is detailed below.

Equipment may be mechanical or power driven and must include:

knives, cleavers and utensils
food processors, blenders and mixers
slicers
grills or salamanders
fryers
large fixed equipment, such as bains marie and fridges.

Food items to be prepared:

must include the use of:
dairy products, including milk, yoghurt, cheeses and alternatives, e.g. soy products
dry goods, such as flours, sugars, pastas and rice
standard fruit and vegetables
general food items such as sauces, condiments and flavourings, garnishes, coatings and batters
meat, seafood and poultry that may be fresh, frozen, preserved or pre-prepared

may include the use of:
meat products such as standard cuts, sausages, hams and salami.

Unit Sector(s)

Hospitality

Competency field

Commercial Cookery and Catering