



Australian Government

Department of Education, Employment and Workplace Relations

**TDMMR5007B CARRY OUT BASIC
FOOD HANDLING, PREPARATION,
STOCK CONTROL AND STORAGE ON
AN OFF-SHORE SUPPORT VESSEL OR
RIG**

Release: 1



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Modification History

Not applicable.

Unit Descriptor

UNIT DESCRIPTOR:

This unit involves the skills and knowledge required to carry out basic food handling, preparation, stock control and storage within the limits of responsibility of an Integrated Rating on an off-shore support vessel or oil/gas rig. This includes menu preparation, stock ordering and control, food handling, storage and preparation, and the fulfilment of food hygiene regulations.

Application of the Unit

Application of the unit	The unit has application in the qualification for an Integrated Rating, i.e. Certificate III in Transport&Distribution(Maritime Operations - Integrated Rating).
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Licensing/Regulatory Information

Licensing/legislative requirements	The unit is consistent with the relevant sections of STCW 95 and Marine Orders under the Australian Navigation Act 1912, describing the specific requirements for Integrated Ratings.
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Pre-Requisites

Not applicable.

Employability Skills Information

Not applicable.

Elements and Performance Criteria Pre-Content

<i>Elements describe the essential outcomes of a unit of competency.</i>	<i>Performance Criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the Evidence Guide.</i>
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Prepare menus	<ul style="list-style-type: none"> a Requirements for catering menus are identified in terms of the eating habits, cultural needs and nutritional requirements of the crew and the catering policies and procedures of the company b Menus are constructed to meet identified personnel requirements and budgetary allocations
2 Carry out stock control and ordering	<ul style="list-style-type: none"> a Requirements for food and ingredients are estimated based on planned menus b Stock is purchased, received, stored and transferred according to identified vessel/rig requirements and established procedures c Records of purchases, invoices and other documentation related to stock control and ordering are kept in accordance with established procedures d Effective stock control procedures are applied, including stock taking and reconciliation e Storage areas are maintained and stock transferred according to OH&S and health regulations

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ELEMENT	PERFORMANCE CRITERIA
<p>3 Handle and store food and ingredients</p>	<ul style="list-style-type: none"> a Ensure that equipment is clean before use, is the correct type and size and is safely assembled and ready for use b Food and ingredients are handled and stored in accordance with health regulations, OH&S requirements and established procedures c Correct lifting and transporting methods are used when handling and moving food and ingredients
<p>4 Prepare food using basic techniques</p>	<ul style="list-style-type: none"> a Ingredients are identified correctly, according to standard recipes b Ingredients of the correct quantity, type and quality and are assembled and prepared in required form and time frame c Food is prepared according to weight, amount and/or required number of portions d Vegetables and fruit are cleaned, peeled and/or prepared as required for menu items e Dairy products are correctly handled and prepared as required for menu items f Dry goods are measured, sifted where appropriate and used as required for menu items g Meat is trimmed, minced or sliced and prepared in accordance with established procedures h Fish and seafood is cleaned and prepared and/or filleted in accordance with established procedures i Poultry is trimmed and prepared in accordance with established procedures

ELEMENT	PERFORMANCE CRITERIA
	<p>j Sandwiches, garnishes, batters and coatings and other general food items are prepared in accordance with established procedures</p> <p>k Food is cooked and presented in accordance with menu, recipes and established procedures</p>
5 Fulfil food hygiene regulations	<p>a</p> <p>b</p> <p>c</p> <p>d</p>

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ELEMENT	PERFORMANCE CRITERIA
5 Fulfil food hygiene regulations (continued)	<p>e Internal and external checks and audits of food safety and hygiene procedures and precautions are undertaken in accordance with established procedures</p> <p>f Appropriate records are maintained as required</p>
6 Follow safety and hazard control procedures	<p>a All required safety precautions and regulations are followed when carrying out food preparation and presentation in accordance with established procedures</p> <p>b Safety hazards are identified and action is taken in conjunction with others to minimise or eliminate risk to personnel, vessel, rig and the environment</p> <p>c Emergency and contingency plans are followed in the event of a failure or emergency associated with rig shift and anchor handling operations</p>

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Required Skills and Knowledge

REQUIRED KNOWLEDGE

This describes the knowledge required for this unit.

- 1 Relevant sections of Safe Working Code of Practice for the Australian Offshore Support Vessel Industry and maritime regulations
- 2 Relevant health, hygiene, OH&S and pollution control legislation and policies
- 3 HACCP principles and methods of food production, including record requirements as per regulatory standards
- 4 Microbiological hazards
- 5 Standard operating procedures related to food preparation, handling, storage, and stock control and ordering
- 6 Basic food products and types of menus suitable for food service on a rig or support vessel
- 7 Logical and time efficient work flow for food preparation and service
- 8 Principles of stock control
- 9 Common examples of stock control documentation
- 10 Safe lifting and handling procedures
- 11 Basic knowledge of stock required for food service on a rig or support vessel

REQUIRED SKILLS

This describes the basic skills required for this unit.

- 1 Use basic verbal communication skills required when carrying out basic food handling, preparation, stock control and storage on an off-shore support vessel or rig

REQUIRED KNOWLEDGE

- 2 Read, interpret and apply standard operating procedures, regulations and instructions related to carrying out basic food handling, preparation, stock control and storage on an off-shore support vessel or rig
- 5 Complete any required operational and maintenance records
- 6 Work safely and collaboratively with others when carrying out basic food handling, preparation, stock control and storage on an off-shore support vessel or rig
- 7 Select and use relevant equipment as per standard operating procedures
- 8 Recognise faulty equipment and take appropriate action as per operating instructions
- 9 Recognise routine problems when carrying out basic food handling, preparation, stock control and storage on an off-shore support vessel or rig and take appropriate action
- 10 Adapt to differences in vessels, catering systems, equipment and related standard operating procedures
- 11 Handle, prepare and store food in accordance with standard operating procedures and regulations

Evidence Guide

Evidence Guide

TDMMR5007B CARRY OUT BASIC FOOD HANDLING, PREPARATION, STOCK CONTROL AND STORAGE ON AN OFF-SHORE SUPPORT VESSEL OR RIG

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.

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| 1 Critical aspects of evidence required to demonstrate competency in | Assessment must confirm appropriate knowledge and skills to: <ol style="list-style-type: none">a Prepare menusb Carry out stock control and ordering of food and ingredients |
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	<ul style="list-style-type: none"> c Handle and store food and ingredients d Prepare food using basic techniques e Fulfil the requirements of food hygiene regulations f Follow safety and hazard control procedures during food preparation storage and service
<p>2 Evidence required for demonstration of consistent performance</p>	<ul style="list-style-type: none"> a Performance is demonstrated consistently over a period of time and in a suitable range of contexts b Consistently applies underpinning knowledge and skills when: <ul style="list-style-type: none"> 1 preparing menus 2 carrying out stock control and ordering of food and ingredients 3 handling and storing food and ingredients 4 preparing food using basic techniques 5 fulfilling the requirements of food hygiene regulations 6 following safety and hazard control procedures during food preparation storage and service c Shows evidence of application of relevant workplace procedures, including: <ul style="list-style-type: none"> 1 sections of relevant maritime regulations 2 relevant health and hygiene regulations 3 ISM Code and associated vessel's safety management system and procedures 4 OH&S regulations and hazard prevention policies and procedures 5 job procedures and work instructions d Action is taken promptly to report operational incidents and problems in accordance with regulations and shipboard procedures e Work is completed systematically with required attention to

	<p>detail</p> <p>f Recognises and adapts appropriately to cultural differences in the workplace, including modes of behaviour and interactions between crew and others</p>
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Evidence Guide (continued)

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<p>3 Context of assessment</p>	<p>a Assessment of competency must comply with the assessment requirements of the relevant maritime regulations</p> <p>b Assessment of this unit must be undertaken within relevant marine authority approved and audited arrangements by a registered training organisation:</p> <p style="margin-left: 20px;">1 As a minimum, assessment of knowledge must be conducted through appropriate written/oral examinations, and</p> <p style="margin-left: 20px;">2 Appropriate practical assessment must occur:</p> <p style="margin-left: 40px;">i at the registered training organisation; and/or</p> <p style="margin-left: 40px;">ii on an appropriate working or training vessel</p>
<p>4 Specific resources required for assessment</p>	<p>Access is required to opportunities to:</p> <p>a demonstrate the ability to carry out basic food handling, preparation, stock control and storage on an off-shore support vessel or rig through appropriate case studies, practical exercises and simulated situations; and/or</p> <p>b carry out basic food handling, preparation, stock control and storage on an operational off-shore support vessel or rig</p>

Range Statement

Range Statement

TDMMR5007B CARRY OUT BASIC FOOD HANDLING, PREPARATION, STOCK CONTROL AND STORAGE ON AN OFF-SHORE SUPPORT VESSEL OR RIG

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

VARIABLE

SCOPE

1. GENERAL CONTEXT

a. Work must be carried out:	1 in compliance with the Safe Working Code of Practice for the Australian Offshore Support Vessel Industry and relevant maritime and health regulations
b. Work is performed:	1 within the limits of responsibility of an integrated rating in accordance with established procedures and recipes, with some accountability and responsibility for self and others in achieving the prescribed outcomes
c. Work involves:	1 the application of basic principles and to the preparation, handling and storage of food
d. Work requires:	1 the following of orders and instructions of senior officers

2. WORKSITE ENVIRONMENT

a Vessel may include:	1 a rig or a vessel servicing off-shore oil and gas rig operations
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The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

b Food to be prepared and served may include:	1	hot dishes, including meats, seafood and poultry
	2	hot vegetables
	3	salads
	4	fresh fruit
	5	desserts
	6	sandwiches and cold collations
	7	cake and biscuits
	8	tea, coffee and cold drinks

Range Statement (continued)

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VARIABLE	SCOPE
c Critical control points in the food production system may include:	1 purchasing, delivery and storage
	2 preparation and cooking
	3 cooling and storage holding or rethermalisation processes
d Hazards to food safety may include:	1 bacteria
	2 moulds and yeast
	3 broken glass or metal
	4 dangerous additives
	5 chemicals

VARIABLE	SCOPE
	6 natural poisons
e Personal protection clothing and equipment may include:	1 gloves, apron and boots
f Operational hazards may include:	1 knives and other sharp cooking and food preparation implements 2 unsecured cooking utensils, pots or equipment 3 slippery or greasy deck 4 moving and rotating kitchen equipment and machinery 5 hot stove tops 6 hot liquids in cooking pots and utensils 7 poor housekeeping procedures 8 non-compliance with safe working procedures
g Documentation and records may include	1 food preparation specifications and recipes 2 operating instructions provided by the manufacturers of the galley equipment 3 vessel and company procedures for food preparation and service 4 orders and instructions of the officer in charge of the watch 5 relevant maritime and health regulations

Range Statement (continued)

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VARIABLE	SCOPE
<p>g Documentation and records may include (continued)</p>	<p>6 Safe Working Code of Practice for the Australian Offshore Support Vessel Industry</p> <p>7 instructions of relevant maritime authorities</p>
<p>h Applicable legislation, regulations and codes may include:</p>	<p>1 Safe Working Code of Practice for the Australian Offshore Support Vessel Industry</p> <p>2 relevant sections of IMO Conventions and Codes and AMSA Marine Orders</p> <p>3 relevant health and hygiene regulations</p> <p>4 ISM Code</p> <p>5 Marine Pollution Act (MARPOL)</p> <p>6 Petroleum (Submerged Lands) Act</p> <p>7 relevant international, Commonwealth, State and Territory OH&S legislation</p>

Unit Sector(s)

Not applicable.

Field

Field R Carry Out Operations on Equipment and Systems

Relationship to other units

Relationship to other units	The unit must be assessed in conjunction with other units that relate to the functions of the occupation(s) concerned.
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