



Australian Government

FBPRBK3015 Schedule and produce bakery production

Release: 1

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Modification History

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package version 1.0

Application

This unit of competency describes the skills and knowledge required to schedule and produce bakery production in a commercial baking environment.

This unit applies to individuals who apply a broad range of knowledge and skills with responsibility for their own work. This includes applying and communicating known solutions to predictable problems.

All work must be carried out to comply with workplace procedures, in accordance with State/Territory food safety, and work health and safety, regulations and legislation that apply to the workplace.

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

Pre-requisite Unit

Nil

Unit Sector

Retail baking (RBK)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Plan production schedule	1.1 Establish production targets to meet daily production requirements 1.2 Reformulate master recipes to meet production targets 1.3 Estimate process timing and plan process sequence to meet production targets

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.4 Document production schedule according to workplace requirements
2. Plan production resources and processes	2.1 Identify equipment requirements, and check to confirm availability and operational readiness for production 2.2 Calculate ingredient quantities required to meet production targets 2.3 Confirm availability and quality of ingredient stocks to prepare for production
3. Implement production	3.1 Implement the production schedule to produce baked products 3.2 Monitor production against the production schedule to identify variances, and rectify to ensure production targets are met 3.3 Monitor and control food safety risks to meet food safety standards 3.4 Monitor and control workplace health and safety risks to meet workplace health and safety requirements 3.5 Assess baked products against required volumes and end-product specifications to identify faults and rectify
4. Complete production	4.1 Clean equipment and work area to meet housekeeping standards 4.2 Dispose of waste according to workplace requirements 4.3 Document scheduling adjustments and production outputs according to workplace requirements

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	Interprets key information from recipes, ingredient labels, baking equipment operating instructions and end-product specifications
Writing	Prepares production schedules and completes production records using required format, language and structure
Numeracy	Identifies and comprehends ingredient quantities in recipes, dates on ingredient labels, and temperature, humidity and timer settings

Skill	Description
	- Performs calculations to establish production targets, adjust recipes using baking formulas, and allow for wastage - Interprets measurement information to set, monitor and adjust process parameters - Completes production records using mathematical symbols and conventions
Navigate the world of work	- Complies with workplace health and safety and food safety regulatory requirements relevant to a commercial baking operation - Follows organisational policies and procedures relevant to own work role
Get the work done	- Plans, organises and implements tasks required to achieve production outcomes - Uses problem-solving skills to analyse product and process faults and decide on appropriate action

Range of Conditions

This section specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Daily production requirements must include:	- baked products, including breads, cakes and pastries - production volume - end-product specifications - times for completion for baked products.
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Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPRBK3015 Schedule and produce bakery production	FDFRB3016A Plan and schedule production for retail bakery	Redesigned unit that includes content from previous unit Production of baked items added to the unit	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4>

Assessment Requirements for FBPRBK3015 Schedule and produce bakery production

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Performance Evidence

An individual demonstrating competency in this unit must satisfy all of the elements and performance criteria of this unit.

There must be evidence that the individual has scheduled production for and produced 17 baked products over four shifts (Note: The scheduling of production is to be done prior to the production of the baked items), including:

- producing the following ten baked product types:
 - condensed or sandwich loaves
 - iced decorated sweet yeast bun
 - savoury bread rolls
 - laminated yeast dough as croissant product
 - whole grain flour breads
 - decorated round or square sponge cake that has a minimum diameter of 18 centimetres
 - flavoured bar cake decorated with icing
 - deposited cookie
 - cream or custard filled laminated product
 - decorated and filled choux pastry
- producing seven of the following 12 baked product types:
 - crusty loaf with no more than 2% enriching agents that is plaited, Vienna, French stick or cob
 - soft/enriched bread roll variety
 - crusty/lean bread rolls varieties
 - fruited sweet yeast product
 - savoury flat breads
 - fried basic artisan product as decorated donuts
 - wholemeal breads
 - sponge roll
 - cake slice decorated with icing or glaze

- moulded and portioned biscuit
- sweet filled pastry slice
- filled sweet non laminated pies or tarts
- mixing, processing, baking and finishing each of the following four types of baked products per shift:
 - bread
 - cake or sponge
 - cookie or biscuit
 - laminated or non laminated pastry
- monitoring operations and addressing variations to the production schedule, ensuring end-product specifications and production targets are met
- documenting and implementing four daily production schedules, including the following production scheduling considerations:
 - production timings
 - product quality
 - reformulation of recipes to suit products
 - finished dough or batter temperatures
 - mixing, processing, baking and finishing requirements for products
 - special equipment or resources required for production
 - scheduling for each stage of the bakery production process, including labour requirements
 - equipment types
- documenting production reports for each of the four shifts that include:
 - scheduling efficiencies for use of equipment and labour in relation to items produced
 - wastage efficiencies of products produced
 - improvements on the scheduling to meet performance
 - product quantities produced in relation to products scheduled
 - completion times of product
 - product quality outcomes.

Wastage that cannot be reused in production must be less than 5% of the weight of the original production schedule.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- workplace health and safety requirements applicable to scheduling and producing bakery products

- regulatory requirements for food safety applicable to producing bakery products, including temperature control and the prevention of cross-contamination in the use of dairy, meat, poultry, fish and vegetable products
- considerations relevant to scheduling bakery production, including:
 - production timings
 - product quality
 - reformulation of recipes to suit products
 - finished dough or batter temperatures
 - mixing, processing, baking and finishing requirements for products
 - special equipment or resources required for production
 - scheduling for each stage of the bakery production process
 - equipment types
- considerations relevant to reporting on production outcomes, including:
 - scheduling efficiencies, and whether completion times were met
 - wastage efficiencies of products produced
 - improvements on the scheduling to meet performance
 - product quantities produced in relation to products scheduled
 - completion times of product
 - product quality outcomes
- techniques used to regulate dough and batter maturation and proving, including:
 - temperature control
 - time
- predictable causes of production variation and their likely impact on production targets, including:
 - machine failure
 - product failure
 - calculation errors
 - estimation errors
- production processes for different product ranges, including:
 - use of specific equipment
 - use of specialised ingredients
 - additional preparation requirements
- baking industry terminology relevant to production scheduling.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a commercial bakery or an environment that accurately represents workplace conditions
- resources, equipment and materials:

- personal protective equipment
- commercial bakery equipment and information on capacity
- industrial oven
- industrial mixer and attachments
- pastry sheeter or dough break
- refrigeration
- ingredients to meet the product types required in the performance evidence
- specifications:
 - production schedule template that includes a level of detail that accurately represents workplace conditions
 - recipe specifications for product types required in the performance evidence
 - formulae to calculate batch weight to finished product weight
 - end product quality specifications to meet the product types required in the performance evidence
- timeframes:
 - five shifts that can be continuous or staggered, consisting of one shift for upfront scheduling of production of the baked products specified in the performance evidence, and four daily shifts for the production of the baked products specified in the performance evidence.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

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