



Australian Government

SITHKOP013 Plan cooking operations

Release: 1

SITHKOP013 Plan cooking operations

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to plan the production of food in commercial kitchens. It requires the ability to organise required food supplies for food production and supervise food production processes.

Food production can be for any type of cuisine and food service style. It may include Asian cookery, patisserie products and bulk-cooked foods.

The unit applies to hospitality and catering organisations, including hotels, restaurants, clubs, educational institutions, health establishments, defence forces, cafeterias, residential caterers, in flight and other transport caterers, event and function caterers.

It applies to those people who operate independently or with limited guidance from others including senior chefs and catering managers.

The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

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

Pre-requisite Unit

Unit Code	Unit Title
-----------	------------

SITXFSA005	Use hygienic practices for food safety
------------	--

Competency Field

Kitchen Operations

Unit Sector

Hospitality

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential outcomes

1. Plan food production requirements.

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1. Determine food production requirements.
- 1.2. Choose food production processes to ensure nutritional value, quality and structure of foods.
- 1.3. Select appropriate in-house food production system to meet food production requirements.
- 1.4. Select and collate standard recipes for use of food production personnel.
- 1.5. Develop mise en place lists for food production according to menu and food volume requirements.

2. Organise availability of supplies and equipment.

- 2.1. Calculate required food supplies for food production.
- 2.2. Complete purchase order for stock as required.
- 2.3. Develop list of required equipment for food production.

3. Plan kitchen operations.

- 3.1. Document food production processes to ensure food safety.
- 3.2. Allocate job tasks and staff to maximise teamwork and efficiency.
- 3.3. Plan production sequence of food items to enable smooth workflow, minimal delays and safe storage of food.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS

DESCRIPTION

Reading skills to:

- interpret recipes, menus and stock control documents
- select and apply the organisational procedures and strategies needed to perform work effectively.

Writing skills to:

- write comprehensive yet easily accessible work flow schedules, mise en place plans, and equipment lists.

Oral communication skills to:

- respond to feedback from food production personnel, providing instructions and asking questions to clarify when necessary.

- | | |
|------------------------------------|---|
| Numeracy skills to: | <ul style="list-style-type: none">• calculate required food supplies for the volume of food production• determine timings for production sequence of various food items. |
| Problem-solving skills to: | <ul style="list-style-type: none">• analyse food production requirements and develop comprehensive operational plans to meet those needs• identify potential breakdowns in kitchen work flow and adjust plan to maximise efficiency. |
| Teamwork skills to: | <ul style="list-style-type: none">• plan a team of food production personnel:<ul style="list-style-type: none">• delegating work within the team• briefing and debriefing team members on new products and recipes. |
| Planning and organising skills to: | <ul style="list-style-type: none">• efficiently sequence the stages of food preparation and production for a whole of kitchen operation. |
| Self-management skills to: | <ul style="list-style-type: none">• take responsibility for kitchen management and quality outputs. |
| Technology skills to: | <ul style="list-style-type: none">• operate a food production system for commercial kitchens. |

Unit Mapping Information

Supersedes and is equivalent to SITHKOP005 Coordinate cooking operations.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=68c40a93-e51d-4e0f-bc06-899dff092694>

Assessment Requirements for SITHKOP013 Plan cooking operations

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- develop a food production plan for four of the following food service styles:
 - à la carte
 - buffet
 - set menu or table d'hôte
 - bulk cooking operations
 - functions or events.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- contents of food production plans including:
 - mise en place lists
 - equipment lists
 - purchase orders
 - staff allocations
- comprehensive details of food production processes for:
 - receiving
 - mise en place
 - preparing
 - cooking
 - food storage
 - reconstitution
 - re-thermalisation
 - serving
- critical control points in food production where food hazards must be controlled
- characteristics of food service styles listed in the performance evidence
- factors to be considered in regard to food preparation requirements:
 - meal quantities required
 - menu items

- organisational standards
- portion control
- special dietary requirements
- special customer requests
- standard recipes
- timeframe
- processes for ordering or purchasing stock, including:
 - ordering direct from suppliers
 - ordering through a central stock ordering system.

Assessment Conditions

Skills must be demonstrated in an operational commercial kitchen. This can be:

- an industry workplace; or
- a simulated industry environment, such as an industry-realistic training kitchen servicing customers.

Assessment must ensure access to:

- organisational specifications:
 - current commercial stock control procedures and documentation for ordering, monitoring and maintaining stock
 - mise en place lists, menus and standard recipes
 - food safety plan.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors and:

- have achieved the Certificate III or Certificate IV in Commercial Cookery, or Certificate III or IV in Catering Operations, or Certificate III or IV in Patisserie, or their successors; or

hold a trade certificate as a cook or chef or equivalent; and

- have worked in industry for at least three years where they have applied the skills and knowledge of this unit of competency.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=68c40a93-e51d-4e0f-bc06-899dff092694>