

U13602: Maintain and promote hygiene in food storage, preparation and cooking

Unit Descriptor:

This unit describes the competence required to effectively maintain and promote hygiene in food storage, preparation and cooking.

The unit describes the essential abilities of:

- Working in a safe and hygienic manner
- Problem solving
- Operating within organizational procedures
- Meeting legal requirements

ELEMENT	PERFORMANCE CRITERIA
1. Maintain and promote hygiene in food storage	<p><i>To be competent you must achieve the following:</i></p> <p>1.1 Hands are kept clean and washed after carrying out unhygienic activities.</p> <p>1.2 Work area is maintained in a clean and hygienic condition.</p> <p>1.3 Appropriate checks are carried out to ensure that food items are in good hygienic condition upon delivery.</p> <p>1.4 Food items are stored under correct conditions according to food type.</p> <p>1.5 Stock is rotated in line with hygienic operational procedures.</p> <p>1.6 Appropriate operational procedures are followed to minimize risk of pest infestation.</p>

- 1.7 Any problems identified are reported promptly to the appropriate person.
 - 1.8 **Unexpected situations** are dealt with effectively and the appropriate people informed where necessary.
 - 1.9 All work is prioritized and carried out in an organized and efficient manner in accordance with safety and hygienic regulations and organizational procedures.
2. Maintain and promote hygiene in food preparation and cooking
 - 2.1 Hands are washed prior to, and kept clean during food preparation and cooking.
 - 2.2 Food preparation, cooking areas and equipment are maintained in a clean and hygienic condition.
 - 2.3 Raw and high-risk **food items** are prepared separately using separate equipment.
 - 2.4 All unfit or waste food items are removed from the food preparation and cooking area promptly.
 - 2.5 All waste bins are kept covered and away from food.
 - 2.6 Food items are maintained at a safe temperature throughout the cooking process in accordance with current food hygiene regulations.
 - 2.7 Any problems identified are reported promptly to the appropriate person.

- 2.8 **Unexpected situations** are dealt with effectively and the appropriate person(s) informed where necessary.
- 2.9 All work is prioritized and carried out in an organized and efficient manner in accordance with safety and hygienic regulations and organisational procedures.

RANGE STATEMENT

You must cover the items below:

Element 1: Maintain and promote hygiene in food storage

A. Unhygienic activities:

- (i) handling waste/food waste
- (ii) visiting the toilet
- (iii) handling unwashed fresh foods
- (iv) smoking
- (v) handling cleaning fluids/materials

B. Food items: (*Also applies to element 2*)

- (i) meat/poultry/fish
- (ii) dairy products
- (iii) vegetables/fruits
- (iv) eggs
- (v) dry goods

C. Food type:

- (i) ambient
- (ii) chilled
- (iii) frozen
- (iv) cooked
- (v) uncooked

D. Unexpected situations:

- (i) problems with deliveries
- (ii) equipment faults

Element 2: Maintain and promote hygiene in food preparation and cooking**E. Unexpected situations:**

- (i) equipment faults
- (ii) problems with ingredients

UNDERPINNING KNOWLEDGE AND SKILLS**Health and Safety**

1. What safe working practices should be followed when storing food.
2. Why it is important to lift heavy or bulk items using appropriate safe methods.
3. What signs indicate pest infestation in food delivery and storage areas.
4. What safe working practices should be followed when preparing and cooking food.

Food Hygiene

5. Why good personal hygiene is essential when handling and storing food.
6. Why it is important to keep storage areas and equipment in a hygienic condition.
7. What the main contamination threats are when storing food.
8. Why time and temperature are important when storing food.
9. What checks should be carried out to ensure that food items are in good hygienic condition upon delivery.
10. Why food deliveries should be checked for pest infestation.
11. Why raw and cooked food should be kept separately during storage.

12. What cross contamination is and how it can be prevented.
13. What the correct procedures are for defrosting food items.
14. Why it is important to keep preparation and cooking areas and equipment hygienic at all times.
15. What the main contamination threats are when preparing and cooking food.
16. Why time and temperature are important when preparing and cooking food.
17. Why it is important to maintain personal hygiene when preparing and cooking food.
18. How to identify when food items are unfit for purpose and why it is important to dispose of them correctly.
19. Why it is important to keep waste bins covered at all times.
20. Why food should be handled as little as possible.
21. What the different sources of food poisoning bacteria are.
22. What an individual food handler's responsibilities are under current food health, safety, and hygienic requirements.
23. Why it is important to cover cuts and grazes.

EVIDENCE GUIDE

(1) Critical Aspects of Evidence

You must provide evidence that shows you have met the performance criteria over a sufficient period of time for your assessor to consider that you are competent.

It is essential that competence be demonstrated in the following aspects:

- Totally through performance evidence in the form of observation
- Performance evidence in the form of observation to cover **performance criteria 1.1 – 1.6** and a minimum of:
 - **3 from the range of A**
 - **3 from the range of B**
 - **3 from the range of C**

- Performance evidence in the form of observation to cover **performance criteria 2.1 – 2.5** and a minimum of:
 - **3 from the range of B**
- Supplementary evidence in the form of questioning and/or witness testimony to cover the rest of the performance criteria and range.
- Evidence to cover underpinning knowledge must be assessed using questioning which may be oral, written or using visual aids.
- Performance evidence should be demonstrated on at least two (2) occasions.

(2) Methods of Assessment

- Observation reports by your assessor of how you:
 - maintain and promote hygiene in food storage
 - maintain and promote hygiene in food preparation and cooking
- Answers to oral or written questions from your assessor.
- Witness statements from colleagues, line managers that provide evidence of how you:
 - maintain and promote hygiene in food storage
 - maintain and promote hygiene in food preparation and cooking
- A personal statement describing how you:
 - maintain and promote hygiene in food storage
 - maintain and promote hygiene in food preparation and cooking

(3) Context of Assessment

Evidence for this unit may come from assessment on-the-job or in a realistic working environment.