



REGISTERED NATIONAL STANDARD

UNIT OF COMPETENCY

	Title: Preparing and cooking pastries, cakes, and sandwiches NS029-03				
	<i>Note:</i> This unit has been adapted from NZQA registered standards 13322 version 5 (2014), 13325 version 5 (2015), and 13282 version 5 (2015).				
TQF Level:	3	Credits:	15	Version:	1
National standard code:	NS029-03				
Associated qualification (and code):	National Certificate in Cookery Level 3 (QR-03-NQ-001-06-0903-20-01)				
Approval date:	19 March 2020		Review date:	19 March 2025	
Purpose:	<p>This unit of competency is for people working in a commercial or semi-commercial kitchen, preparing complex sandwiches, baking cakes and pastries.</p> <p>People credited with this unit will be able to apply fundamental cookery skills to prepare, cook and present a range of pastries, cakes and sandwiches employing commodities commonly used in the industry.</p>				

<p>Learning Outcome 1 (LO1)</p> <p>Performance standards</p>	<p>Prepare popular pastry products for cooking in a commercial kitchen.</p> <p>1.1 Food production requirements and standard recipe for a required type of pastry product are confirmed.</p> <p>1.2 Amounts of ingredient for a required pastry product are calculated according to requirements.</p> <p>1.3 Ingredients for a required pastry product, are selected from stores according to recipe and quality requirements.</p> <p><i>[Range quality includes but is not limited to – appearance, smell, within the expiry date, texture, indication of an infestation.]</i></p> <p>1.4 Assemble ingredients according to pastry production sequencing in preparation for cooking.</p> <p>1.5 Portion amounts and yields for pastry dishes are identified and explained in accordance with dish and establishment requirements.</p>
<p>Learning Outcome 2 (LO2)</p> <p>Performance Standards</p>	<p>Cook and present popular pastry product in a commercial kitchen.</p> <p>2.1 Pastry of the required type is cooked using cooking techniques that are appropriate for the product requirements.</p> <p><i>[Range processes include but are not limited to – time or degree of cooking, temperature, ‘blind’ baking, change in condition, identification and correction of faults.]</i></p> <p>2.2 Pastry product of the required type is cooked according to quality, dish and establishment requirements and standard industry texts.</p> <p><i>[Range quality includes but is not limited to –smell, flavour, degree of cooking, appearance, texture.]</i></p> <p>2.3 Cooked pastries are cooled in the right conditions to retain freshness and desired quality.</p> <p>2.4 Taste and appearance of cooked pastry product are enhanced using suitable fillings and decorations, according to product requirements.</p>

	2.5 Pastry product is visually evaluated to meet product requirements in preparation for service or display.
<p>Learning Outcome 3 (LO3)</p> <p>Performance standards</p>	<p>Prepare cakes, sponges, and scones for baking in a commercial kitchen.</p> <p>3.1 Food production requirements and standard recipe for a required type of cake, sponge, or scone are confirmed.</p> <p>3.2 Amounts of ingredient for a required cake, sponge, or scone are calculated according to requirements.</p> <p>3.3 Ingredients for a required cake, sponge, or scone, are selected from stores according to recipe and quality requirements.</p> <p><i>[Range quality includes but is not limited to – appearance, smell, within the expiry date, texture, indication of an infestation.]</i></p> <p>3.4 Assemble ingredients according to cake, sponge, or scone production sequencing in preparation for cooking.</p> <p>3.5 Portion amounts and yields for cake, sponge, or scone are identified and explained in accordance with dish and establishment requirements.</p>
<p>Learning Outcome 4 (LO4)</p> <p>Performance standards</p>	<p>Bake cakes, sponges, and scones in a commercial kitchen.</p> <p>4.1 Cakes, sponges, or scones are baked using techniques that are appropriate for the product requirements.</p> <p><i>[Range processes include but are not limited to – time or degree of cooking, temperature, ‘blind’ baking, change in condition, identification and correction of faults.]</i></p> <p>4.2 Cakes, sponges, or scones are baked according to quality, dish and establishment requirements and standard industry texts.</p> <p><i>[Range quality includes but is not limited to –smell, flavour, degree of cooking, appearance, texture.]</i></p> <p>4.3 Cakes, sponges, or scones are cooled in the right conditions to retain freshness and desired quality.</p> <p>4.4 Taste and appearance of cooked cakes, sponges, or scones, are enhanced using suitable fillings and decorations, according to product requirements.</p>

	4.5 Cakes, sponges, or scones, are visually evaluated to meet product requirements in preparation for service or display.
Learning Outcome 5 (LO5)	Prepare to produce complex sandwiches in a commercial kitchen.
Performance standards	<p>5.1 Sandwich types and requirements, based on standard recipes and/or customer requests are confirmed.</p> <p><i>[Range of sandwich types include but is not limited to Pullman, Open sandwiches, Club sandwiches, Filled bread rolls, Panini, Focaccia or Pita bread]</i></p> <p>5.2 Suitable bread types and fillings are identified and selected, based on quality and freshness, and in accordance with establishment requirements.</p> <p>5.3 Safe food handling during the preparation and assembly of sandwiches is undertaken according to the establishment and legislative requirements.</p> <p>5.4 Preparation techniques for fillings are suitable for the type of sandwich being assembled.</p> <p>5.5 Sandwiches are prepared according to industry standards and dish requirements.</p> <p><i>[Range techniques for making sandwiches include but are not limited to the following: spreading, layering, piping, portioning, moulding, cutting, and garnishing]</i></p>
Learning Outcome 6 (LO6)	Present complex sandwiches in a commercial kitchen.
Performance standards	<p>6.1 Sandwiches are assembled according to quality and establishment requirements.</p> <p><i>[Range quality requirements include but are not limited to – appearance, neatness of presentation, texture, aroma, within the expiry date, temperature, freshness of ingredients, appropriate ingredient combinations, uniform in shape and size.]</i></p> <p>6.2 Suitable garnishes are added in accordance with recipe requirements and/or customer requests.</p> <p>6.3 Sandwiches are visually evaluated to ensure compliance with quality and establishment requirements, before service or storage.</p> <p>6.4 Sandwiches are stored in appropriate environmental conditions.</p>

	<i>[Range storage conditions include but are not limited to the following: Need for chilling, use plastic wrap or foil, use of special container for bulk storage, use of customised containers for display, presentation and sale]</i>
Pre-requisites	N/A
Co-requisites	N/A
Underpinning skill and knowledge	Knowledge Tongan culture and traditions; Tongan protocol and etiquette; General human health and diseases; Human foods and nutrition; Hazards and safety; Personal grooming and presentation; Effective time management; Communication including writing (Tongan and English); Oral communication skills (listen to customer requests, ask questions and ask for clarification; Environmental awareness; Numeracy skills (able to count portions, read and use features of heating equipment; Reading skills (read and interpret recipes; read dates, labels and nutritional information); Problem-solving skills (evaluate quality of ingredients and food products; Self-management skills (manage own speed, timing and productivity).
Suggested assessment methods	<p><u>Context of assessment:</u></p> <ul style="list-style-type: none"> • It is suggested that this unit is assessed 100% practical. • Students are to demonstrate their skills within a adequately equipped commercial food preparation area (Simulation, or workplace). • Authentic ingredients are used; <p><u>Methods of assessment:</u></p> <ul style="list-style-type: none"> • A range of assessment methods should be used to assess students practical skills and knowledge. For example: <ul style="list-style-type: none"> ○ Direct observation of students preparing, producing, and presenting food dishes. ○ Sampling of dishes or food items prepared by students; ○ Written or oral questions to test relevant skills and knowledge during an observation. ○ Review of student portfolios of evidence gathered from workplace attachments (e.g. supervisor/third-party reports).

Resource requirements	<ol style="list-style-type: none"> 1. Commercial kitchen with equipment and utensils (Refer to <i>Minimum requirements for a kitchen</i>) 2. Relevant readings. 3. Unit outline.
Moderation arrangements	Use provider's approved moderation process, OR TNQAB moderation processes
Requirements to complete this unit	<p>Learners must be assessed as 'Competent' to complete this unit. Competency for this unit is at least 90% of the Performance standards.</p> <p>Learners who fail to be competent after 3 attempts will be advised to re-enrol in this unit.</p>
Public comments on unit	Please contact TNQAB National Qualifications Unit (email EnquireNQ@tnqab.to or Telephone 28136) if you like to discuss or suggest changes to the details of this unit.

MINIMUM REQUIREMENTS FOR A COMMERCIAL KITCHEN

TABLE 1: SMALL EQUIPMENT

	EQUIPMENT	DESCRIPTION	MINIMUM REQUIREMENT (for 15 - 20 students)
1	Baking tin	Stainless small, medium and large, Assorted depth and shapes	6 for each size
2	Baking trays	Stainless small, medium and large	3 for each size
3	Can/bottle opener	Stainless	3 sets
4	Chef Knives	Stainless, Set (Paring, All purpose, Fillet, Serrated Clever, Scissors)	12 Sets
5	Chinois	Stainless small or medium	3 pieces
6	Colander	Stainless or plastic	3 pieces
7	Cutting Boards	Plastic and Wooden, medium and large with colours	6 for each size and type
8	Food Posters	Meat, Fish, Shellfish, Herbs and Spices, Vegetables, Food commodities etc.	2 of each kind
9	Frying pans	for; Omelette and shallow frying (non-stick)	3 for each purpose
10	Grater	Manual, box or 4-sided or flat, stainless or plastics	3 sets either type
11	Ladles	Stainless in multiple sizes; small, medium and large	2 of each size
12	Lifter	Plastic or stainless	3 each type
13	Masher	Stainless (small or Large)	3 sets either size
14	Measuring Cups	Stainless or plastics (minimum of 4 sizes cups)	3 sets either type
15	Measuring Jugs	Stainless, plastics or Glass (minimum of 1000 milliliters)	3 either type
16	Measuring spoons	Stainless or plastics (minimum of 4 sizes spoons)	3 sets either type
17	Mixing bowls	Stainless and Plastic, small, medium and large	6 for each size
18	Moulds	Ceramic or stainless, small and medium	6 each size
19	Oven mitts	Assorted sizes, shapes and color with minimum of 3 layers of thickness	6 pairs
20	Peeler	Plastic or stainless	6 sets
21	Plates	Ceramic, small, medium and large (any design and color)	12 for each size
22	Pot holders	Assorted sizes, shapes and color with minimum of 3 layers of thickness	6 pairs
23	Pots	for; stock, soup, and boiling, preferably stainless	3 for each purpose
24	Rolling Pin	Wooden or Plastic (small and large)	3 each size(6 in total)
25	Sanitizer	Plastic bottle sprayers	3 containers refilled
26	Saucepans	Small to medium sizes, preferably stainless	6 of each size
27	Serving bowls	Ceramic, for Soup and pasta, small and medium (any design and color)	12 of each size
28	Sieve	Stainless or plastic (4 sizes in 1 set)	3 sets either type

	EQUIPMENT	DESCRIPTION	MINIMUM REQUIREMENT (for 15 - 20 students)
29	Sifter	Stainless or plastic	3 either type
30	Spatulas	Wooden or Silicone	3 either type
31	Stirring spoons	Stainless and wooden, medium and large	6 stainless medium, 6 stainless large, 6 wooden medium, 6 wooden large)
32	Tea Towels	Cloth, any colour, sizes and designs	24 towels
33	Thermometer	Waterproof pocket Digital probe or Gun thermometer	2 pieces
34	Tongs	Stainless in multiple sizes; small, medium and large	3 of each size
35	Whisks	Stainless, sizes: medium and large	3 of each size
36	Wok	for; Saute and Stir-frying, either household or commercial brand	2 pieces

TABLE 2: LARGE EQUIPMENT

	EQUIPMENT	DESCRIPTION	MINIMUM REQUIREMENT (for 15 - 20 students)
1	Deep-Fryer	Gas burners or Electric heating element, either household or commercial brand	2 Fryers with minimum of 2 liters capacity each
2	Fire Extinguishers	Approved and valid to be used in the kitchen (OHS & SOP standards)	2 up to date extinguishers either sizes
3	Freezer	Chest or upright freezer or Walk-in freezer, either household or commercial brand	1 set
4	Handbasin	Single Stainless or Ceramic with or without hot water	1 set
5	Oven	Gas burners or Electric heating element, either household or commercial brand	3 Ovens with or without fan
6	Oven Griller or Salamander	Gas burners or Electric heating element, either household or commercial brand	3 Grillers or 1 Salamander
7	Pantry	Good air ventilation set up and well accessible (fixed or removable)	1 set
8	Range or Stovetop burners	Gas burners or Electric hot plates, either household or commercial brand	12 burners or 3 Range with 4 burners each
9	Refrigerator	Reach-in fridge or walk-in cooler, either household or commercial brand	1 set
10	Rubber Floor Mats	Cover the length of the work stations (above)	Enough to cover all Workstations
11	Sinks	Single or Double stainless installed with running water faucet (Hot water optional)	4 set singles or 2 sets double
12	Steamer	Layered Steaming pot	1 set
13	Umu Shed	Shed with well constructed Umu pit (including huokauvao, Hakalo, Umu-stones and Firewoods)	1 set
14	Work Benches and Tops	Stainless steel double benches and tops with or without drawers	2 sets

TABLE 3: MECHANICAL EQUIPMENT

	EQUIPMENT	DESCRIPTIONS	MINIMUM REQUIREMENT (for 15 - 20 students)
1	Air Ventilation System	Electrical Air Suction or Fixed Air-Vent Ventilator	Designated to ventilate heat and smokes
2	Blender	Any Quality and brand (minimum of 500 milliliters capacity)	1 machine
3	Food Mixer	Any Quality and brand (minimum of 500 milliliters capacity)	1 machine
4	Food Processor	Any Quality and brand (minimum of 500 milliliters capacity)	1 machine
5	Meat Slicer	Stainless and can be any size and brand	1 machine
6	Pasta Machine	Stainless with processing cutters (Manual or electric)	2 sets
7	Kitchen Scale	Digital or mechanical	2 either qualities
8	Toaster	Industrial or household brands, minimum of two bread racks	1 set
9	Vegetable Slicer	Any Quality and brand	1 machine