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| Title | **Monitor and control kitchen costs and waste** |
| Level | **4** | **Credits** | **6** |

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| Purpose | The aim of this module is to develop knowledge, skills and understanding of monitoring and controlling cost and waste |

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| Classification ISCED | 1013 Hotel, restaurants and catering |

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| Available grade | Competent / Not yet competent |

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| Modification history | N/A |

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| **Competency Unit** | **Performance Criteria** | **Knowledge and Understanding** |
| **H1-Check that food items are stored at the correct temperature** | **The students will be able to:****P1:** Ensure associates understand the correct temperatures, locations and procedures for storing raw and cooked foods**P2:** Ensure associates understand the procedures for avoiding the risk of cross-contamination**P3:** Observe and check that all items stored in walk- in chillers/freezers aretagged in line with organizational requirements**P4:** Observe and check that all walk-in chillers/freezers are kept neat and clean**P5:** Monitor the storage of raw and cooked foods in line with correct locations, temperatures and procedures**P6:** Monitor the completion of appropriate checklists to record the monitoring of food storage**P7:** Ensure that an appropriate inventory is maintained of foods stored in walk-in chillers/freezers**P8:** Monitorrecords to check inventory of foods stored | **The students will be able to:****K1:** Explain associates to understand the correct temperatures, locations and procedures for storing raw and cooked foods**K2:** Brief associates to understand the procedures for avoiding the risk of cross-contamination**K3:** Define the storage of raw and cooked foods in line with correct locations, temperatures and procedures |

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| **H2-**Check that kitchen sections are working to requirements and not overproducing | **The students will be able to:****P1:** Use restaurant bookings, banquet sheets and othersources of information to identify food preparation requirements**p2:** Monitor the availability of food items within the kitchen**P3:** Monitor the supply of food items and other products from the stores to support food production in line with requirements**P4:** Ensure that associates understand the quantity and quality of dishes to be prepared and cooked**P5:** Ensure that associates follow organizational guidelines on weight and portion control**P6:** Take necessary steps to address problems with the quantity and quality of dishes prepared and cooked | **The students will be able to:****K1:** Understand how to manage and control food costs, including making a profit, breaking even, subsidized**K2:** Calculate costs, including food costs, gross profits, profits as percentages**K3:** Set targets, including calculating selling prices needed to achieve target gross profits**K4:** Know the need to monitor food costs, including sourcing and purchasing good quality food commodities, monthly market survey; controlling commodities; accurate weighing, measuring and portion control; preparation, cooking losses and wastage control.**The students will be able to:****K1.** Describe procedure to recognize opportunities for waste reduction, reuse and recycling through design and targets to comply with legal and/or organizational requirements**K2.** Explain how to establish current levels of waste for |
| **H3- Check that all sections are managing kitchen waste effectively** | **The students will be able to:****P1.** Identify opportunities for reducing waste**P2.** Follow organizational policies and procedures for managing and reducing waste**P3:** Dispose of waste in line with waste management procedures |

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|  | **P4:**Identify the roles and responsibilities to support waste minimization**P5:** Identify training needs and training for those responsible for reducing waste | activities undertaken by the organization**K3.** Explain process to assess the effectiveness of waste management systems**K4.** Report potential barriers that may limit waste avoidance and reduction**K5.** Describe process to ensure measures for managing waste meet with legal requirements |
| **H4-**Ensure that kitchen waste products are disposed of following correct procedures | **The students will be able to:****P1:**Manage types and causes of waste, including wet and dry, caused by natural usage, poor management of perishable food items, overcooking or burning food items and dishes, poor or incorrect use of cleaning materials, damage caused to tools and equipment by incorrect use.**P2.**Supervise clearance of waste areas, including properly fitting lids for waste bins, use of disposable sacks, not overfilling bins, regular emptying and cleaning of bins.**P3.**Manage waste, including ensuring that associates identify opportunities for reducing and disposal of waste, follow organizational policies /procedures.**P4**.Establish and monitor current levels of waste for activities undertaken by the organization, including assessing and recording levels of waste, by observation, questioning, assessing productivity and output, yield data. | **The students will be able to:****K1**.Observe and check that waste is segregated at production level, including wet waste, dry waste.**K2**.Monitor and ensure that waste is as minimum as possible and ensure that every section is disposing of waste in line with organizational guidelines and health, safety and hygiene regulations.**K3**. Guide team on different preparation and cooking methods to avoid excessive waste**K4:**Define principles of waste management, including meeting food hygiene regulations, preventing contamination of service areas, avoiding pest infestation, reducing accidents and fire risks |