

**Unit D9E2 04 (HS9)**

**Contribute to the development of recipes and menus**

This Unit has the following elements:

**Element 1 (HS9.1)**

**Contribute to the development and introduction of new recipes**

**Element 2 (HS9.2)**

**Support the implementation of new menu items**

**Candidate Name:**

**Assessment Centre:**

*I have completed the requirements of this Unit.*

**Candidate signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*I can confirm the candidate has completed all requirements of this Unit.*

**Assessor signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Assessor counter signature:**  
(where applicable) \_\_\_\_\_ **Date:** \_\_\_\_\_

**IV signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**IV counter signature:**  
(where applicable) \_\_\_\_\_ **Date:** \_\_\_\_\_

## Unit D9E2 04 (HS9)

## Contribute to the development of recipes and menus

### Unit Summary

In order to win and maintain business, organisations need to be constantly alert to their customers' changing tastes, expectations and standards. They also need to be aware of new production methods and ingredients.

You will have an important role to play in this process, both in helping to develop new recipes and in helping to implement new menu items.

In this Unit “new recipes” could be brand new, but are more likely to be modified recipes or recipes that are new to the organisation.

The typical day-to-day activities you might carry out for this Unit include:

- ◆ developing new recipe ideas
- ◆ costing new recipes
- ◆ working out ingredient ratios, cooking times and temperatures for varying quantities
- ◆ consulting with other people on your ideas
- ◆ briefing your staff on new menu items
- ◆ giving staff opportunities to practise the new cooking and presentation methods

What some of the words in this Unit mean	
<b>Appropriate sources</b>	these may include other people, books, TV or the internet
<b>Dietary requirements</b>	special requirements that customers may have; these are usually medical, cultural, nutritional, personal
<b>Legal requirements</b>	all aspects of law and regulations that affect food service; these would include laws and regulations covering hygiene, descriptions, health and safety etc
<b>New recipes</b>	these could be brand new recipes but are more likely to be modified recipes or recipes that are new to the organisation
<b>Quality standards</b>	of particular importance will be: <ul style="list-style-type: none"><li>◆ temperature</li><li>◆ texture</li><li>◆ flavour</li><li>◆ presentation</li></ul>
<b>Resources</b>	the finance, equipment, supplies, time and staff that you need in your area of responsibility
<b>Styles of operation</b>	the way the organisation works — this might be counter service, table service, take-away or delivery
<b>Supplies</b>	could include power, food, drinks, cutlery, tableware, stationery, linen or other important supplies in your area of work

## Unit D9E2 04 (HS9)

## Contribute to the development of recipes and menus

### Element 1 (HS9.1)

### Contribute to the development and introduction of new recipes

What you must do		Assessor initials/date
Evidence should be gathered through observation, products of work, projects, questioning, work-based assignments, and expert witness testimony		
1	Take account of food combinations, flavours and <b>dietary requirements</b> when developing new recipe suggestions	
2	Cost recipe suggestions and take account of available <b>resources</b>	
3	Develop recipe suggestions in accordance with the style and policy of your organisation and the expectations and standards of your customers	
4	Calculate ingredients ratios, cooking times and temperatures for producing the recipe in varying <b>quantities</b>	
5	Identify methods of presenting, holding and distributing the product	
6	Test your recipe with colleagues and customers and take account of their feedback	
7	Record relevant information in a suitable format and pass it on to appropriate people in your organisation for consideration	

What you must cover (minimum requirement for observation/products of work in <b>italic and bold</b> )	Activity/Evidence (insert tick or supplementary reference)					
	1	2	3	4	5	6
Evidence for the remaining points may be assessed through projects, questioning, work-based assignments, and expert witness testimony						
<i>Taking account of the following <b>dietary requirements</b>, at least <b>one</b> required from the following:</i>						
nutritional						
cultural						
medical						
personal						
<i>Taking account of the following <b>resources</b>, all required from the following:</i>						
staff						
equipment						
supplies						
time						
finance						
<i>Providing ingredient ratios, cooking times and temperatures for the following <b>quantities</b>, at least <b>one</b> required from the following:</i>						
1–10 portions						
11–50 portions						
51+ portions						

**Unit D9E2 04 (HS9)**

**Contribute to the development of recipes and menus**

**Element 1 (HS9.1)**

**Contribute to the development and introduction of new recipes**

<b>Candidate name:</b>		<b>Assessor initials/date</b>
<b>No</b>	<b>Activity</b>	
1		
2		
3		
4		
5		
6		

**Unit D9E2 04 (HS9)**

**Contribute to the development of recipes and menus**

**Element 2 (HS9.2)**

**Support the implementation of new menu items**

<b>What you must do</b>		<b>Assessor initials/date</b>
Evidence should be gathered through observation, products of work, projects, questioning, work-based assignments, and expert witness testimony		
1	Obtain <b>information</b> relating to new menu items from appropriate sources	
2	Offer suggestions on menu layout and presentation	
3	Brief your staff on the new menu items and on the plans for their introduction	
4	Organise additional relevant training, if necessary	
5	Provide your staff with opportunities and <b>resources</b> to practise methods of production and presentation	
6	Ask staff for feedback on the outcomes of practise sessions, identifying any problems that occurred	
7	Seek and analyse feedback from customers on new menu items	
8	Provide feedback to senior personnel on the suitability of the new menu items and any potential problems that have been identified	

<b>What you must cover (minimum requirement for observation/products of work in italic and bold)</b>	<b>Activity/Evidence</b> (insert tick or supplementary reference)					
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
Evidence for the remaining points may be assessed through projects, questioning, work-based assignments, and expert witness testimony						
<i>Obtaining the following types of <b>information</b>, at least <b>two</b> required from the following:</i>						
Recipes						
supplies required						
training required						
<i>Providing staff with the following types of <b>resource</b>, at least <b>two</b> required from the following:</i>						
equipment						
supplies						
time						
information						

**Unit D9E2 04 (HS9)****Contribute to the development of recipes and menus****Element 2 (HS9.2)****Support the implementation of new menu items**

<b>Candidate name:</b>		<b>Assessor initials/date</b>
<b>No</b>	<b>Activity</b>	
1		
2		
3		
4		
5		
6		

**Unit D9E2 04 (HS9)****Contribute to the development of recipes and menus**

<b>What you must know for the Unit</b>	
<b>For the whole Unit</b>	
K1	What the existing style and policy of your organisation is in relation to recipes and menus
K2	How location and styles of operation can affect proposed menu items
K3	What dietary requirements you should take into account when developing recipes and menus
K4	Why staff skills should be assessed prior to proposing new recipes and menu items
K5	What potent allergens and allergic reactions are and their potential risks
K6	What measures need to be taken to prevent reactions to potent allergens
<b>Element 1 (HS9.1) Contribute to the development and introduction of new recipes</b>	
K7	What nutritional guidelines may affect the development of recipes
K8	Where to gain information relating to recipes and ingredients, including high risk ingredients
K9	Who to consult to gain feedback on proposed recipes
K10	How to carry out and evaluate test runs of recipes
K11	How to record information relating to proposed recipes
K12	Who to make records of proposed recipes available to
K13	What quality standards are required for each recipe item you are considering including
K14	How to assess the quality of potential ingredients
K15	How available equipment can affect the production of food items
K16	How to cost proposed recipes and work out gross profit
<b>Element 2 (HS9.2) Support the implementation of new menu items</b>	
K17	What lead times are required by your organisation for the implementation of new menu items
K18	What training may be needed to support the implementation of new menu items
K19	How to brief your staff on new menu items and implementation plans
K20	How to gain feedback from your staff on operational problems which may arise
K21	How to estimate lead times for the preparation of new menu items
K22	How to allocate resources to your staff to enable them to implement new menu items
K23	Why measures should be closely monitored when introducing new items
K24	Why it is important to gain feedback from customers on new items and ways of doing this

**Unit D9E2 04 (HS9)****Contribute to the development of recipes and menus**

Candidate name:		Assessor initials/date
Ref	Supplementary evidence	
A		
B		
C		
D		
E		
F		
G		
H		



**Unit D9E2 04 (HS9)**

**Contribute to the development of recipes and menus**

Knowledge evidence retained

Assessor Feedback

**Assessor signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_