



Unit F2HP 04 (313)

Batch Finish Flour Confectionery

Unit Summary

This Unit is about finishing flour confectionery products in batches, in a non-automated bakery production environment. Flour confectionery which requires finishing typically includes; cake and sponge based products, almond based confectionery, flour confectionery slices and meringues.

You need to show that you can correctly assemble products in readiness for finishing and fill products with fillings like jam or cream. You will need to demonstrate that you can glaze and decorate surfaces to the required standards as described in a product specification. Complying with health and safety, food safety and organisational requirements are essential features of this Unit.

In order to be assessed as competent you must demonstrate to your assessor that you can consistently perform to the requirements set out below. Your performance evidence must include at least one observation by your assessor.

Achievement of this Unit will provide you with opportunities to develop the following SQA Core Skills:

Communication Access 3

- ◆ Read and understand simple written communication.

I have completed the requirements of this Unit.

Candidate name: _____ **Date:** _____

Candidate signature: _____ **Date:** _____

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

Assessor signature: _____ **Date:** _____

IV signature: _____ **Date:** _____

Assessment centre: _____

You must be able to	Evidence Requirements	Evidence/ Activity Ref No.
<p>1 Assemble and fill flour confectionery</p> <p>This means you:</p> <ul style="list-style-type: none"> (a) Identify and check the condition of products according to your instructions and specifications. (b) Correctly assemble and position products in readiness for finishing. (c) Identify and check the condition of fillings and depositing tools. (d) Correctly load fillings into depositing tools. (e) Cut and fill products according to your instructions and specifications. (f) Take prompt action to isolate substandard products. (g) Comply with health, safety, food safety and organisational requirements throughout assembling and filling operations. 	<p>Evidence of assembling and filling flour confectionery according to workplace procedures.</p> <p>The must include two different types of fillings.</p>	
<p>2 Glaze and decorate flour confectionery</p> <p>This means you:</p> <ul style="list-style-type: none"> (a) Correctly identify tools for glazing and prepare glaze for application. (b) Apply glaze to products according to instructions and specification. (c) Correctly identify and check the condition of decorative media and piping tools. (d) Correctly apply decorative media to the surfaces of products according to instructions and specification. 	<p>Evidence of glazing and decorating flour confectionery according to workplace procedures.</p> <p>This must include using three different types of decorative media.</p>	

		Evidence Requirements (cont)	
2 (cont)	<ul style="list-style-type: none"> (e) Take prompt action to isolate substandard products. (f) Comply with health, safety, food safety and organisational requirements throughout glazing and decorating operations. (g) Operate within the limits of your own authority and capabilities. 		

Evidence of Performance

Evidence of performance may employ examples of the following assessment:

- ◆ observation
- ◆ written and oral questioning
- ◆ evidence from company systems (eg Food Safety Management System)
- ◆ reviewing the outcomes of work
- ◆ checking any records of documents completed
- ◆ checking accounts of work that the candidate or others have written

Candidate name:		Assessor initials/date
No	Activity	
1		
2		

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You need to know and understand		Evidence
Evidence of knowledge and understanding should be collected during observation of performance in the workplace. Where it cannot be collected by observing performance, other assessment methods should be used.		
K1	To what standards of health and safety and food safety you are required to work during flour confectionery processing, why it is important that you do so, and what might happen if they are not met.	
K2	Why it is important to follow work instructions or product specifications or recipes with accuracy throughout flour confectionery processing to ensure successful products.	
K3	How to seek advice and make process adjustments to mixtures, to take into account changes in ingredient performance, production timing and environmental conditions, necessary to keep mixtures within specification.	
K4	Methods to help ensure that processing is consistent and reliable.	
K5	Common sources of flour confectionery contamination during processing.	
K6	How to avoid contamination during processing and what might happen if this is not done.	
K7	How to recognise and report mixtures or products that do not meet specification during processing.	
K8	The procedure for rejecting and isolating failed mixtures, mixture portions or products.	
K9	What the lines and methods of effective communication during processing are and why it is important to use them correctly.	
K10	What the documentation requirements during processing are and why it is important to meet them.	
K11	Personal protective clothing/equipment and working practices which are useful in combating the potentially harmful effects of dust and allergies resulting from breathing or skin contact with ingredients or mixtures.	
K12	Important handling factors in processing which seek to maintain mixture quality and performance.	
K13	How to maintain mixture condition and deal with time constraints and variations to conditions throughout processing.	
K14	The correct method for loading and unloading trays in racks.	
K15	The importance of effective cleaning of tins, trays and utensils and their correct storage.	

Notes/Comments

Assessor signature: _____

Date: _____