**Culinary Ability: Food Preparation Award – Evidence Recording Form** 

**HD92 04 Prepare Ingredients for Future Use in a Variety of Dishes**

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| **Candidate Name:** | **Scottish Candidate Number (SCN):** |

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| This unit is about preparing a wide range of ingredients using the appropriate food preparation techniques. The aim of the unit is to enable the learner to demonstrate they can prepare a range of ingredients to a required standard for use in a variety of dishes. Learners will select and use the correct tools and equipment to carry out a variety of food preparation techniques and store the ingredients ready for future use.Completion of this unit will enable learners to demonstrate that they can:* Select and use culinary tools and equipment
* Prepare a range of ingredients using the appropriate technique
* Store prepared ingredients
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| **I confirm that the candidate has met all the requirements of this unit.**  |
| **Assessor’s Signature:** | **Date:**  |

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| **Candidate’s Signature** | **Date:** |

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| ***To be completed if sampled for internal verification*** |
| **I agree with the assessor’s judgement that the evidence sampled meets the standards specified for this unit.** |
| **Internal Verifier’s Signature:** | **Date:** |

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| External Verifier Initial and Date (if sampled): |
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| **What you must do** | **What you must know** |
| **Select and use culinary tools and equipment** |
| D1. Select the appropriate tools or equipment for the taskD2. Safely assemble and ensure cleanliness of equipment before useD3. Use tools and equipment safely and hygienically  | K1. The purpose of the different tools and equipment used to prepare ingredients (i.e. knives, utensils, cutlery, crockery, small equipment, large equipment)K2. Why it is important to use the appropriate tools or equipment for the taskK3. How to assemble equipment and check for cleanlinessK4. Why it is important to use tools and equipment safely and hygienically |
| **Prepare a range of ingredients using the appropriate technique** |
| D4. Prepare a range of ingredients\* to the required standard using the appropriate preparation technique\*\*. D5. Produce the cuts Jardiniéres, Macedoine, Brunoise, Julienne and Paysanne D6. Minimise waste and appropriately store reusable by-productsD7. Take appropriate action if there are problems with the ingredients D8. Comply with food safety regulations when preparing ingredients | K5. The techniques\*\* that should be used to prepare different ingredients\*:K6. The meaning of the terms Jardiniéres, Macedoine, Brunoise, Julienne and PaysanneK7. Which by-products are suitable for re-useK8. What you should do if there are problems with the ingredientsK9. Why it is important to comply with food hygiene regulations  |
| **Store prepared ingredients** |
| D9. Sort and arrange ingredients according to their type, quantity and use by date D10. Store prepared ingredients in the appropriate area ready for use (e.g. dry store, larder, cold room, freezer, etc)D11. Follow organisational procedures for stock rotationD12. Comply with food safety regulations when placing prepared ingredients into storage | K10. Why it is important to sort and arrange ingredients according to their type, quantity and use by dateK11. The correct storage areas for different types of ingredientK12. The organisations’ procedures for stock rotationK13. Why it is important to comply with food hygiene regulations |
| *There must be performance evidence for the ‘What you must do’ statements D1 – D6, D8 and D9-D12 from at least three separate occasions**Evidence for ‘What you must do’ statement D7 can be generated from a simulated activity.*  |  *Evidence for any of the ‘What you must know’ statements that cannot be inferred through the learners performance, may be assessed using questioning (e.g. the assessor could ask open questions during an observation session and record the learner’s response on a checklist. Alternatively a multiple choice test, or similar could be used)* |
| **Notes:** For ‘What you must know’ statement D4 there must be performance evidence gathered through observing the learner working with \*ingredients from a minimum of three of the following:* Fruits and vegetables
* Meat
* Fish
* Poultry
* Dairy products
* Farinaceous products

and using a minimum of eight \*\*preparation techniques from the following:* Washing
* Soaking
* Blanching
* Defrosting
* Cutting
* Slicing
* Chopping
* Shredding
* Flaking
* Peeling
* Trimming
* Mixing
* Sieving
* Straining
* Marinating
* Grating
* Stirring
* Coating
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Tick (✓) when observed, insert ‘S’ when supplementary evidence used

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| **Ref** | **Description of Evidence** | **Date** | **What you must do/What you must know statements** | **Other units covered** |
|   |   |   | **D1** | **D2** | **D3** | **D4** | **D5** | **D6** | **D7** | **D8** | **D9** | **D10** | **D11** | **D12** |  |   |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **K1**  | **K2** | **K3** | **K4** | **K5** | **K6** | **K7** | **K8** | **K9** | **K10** | **K11** | **K12** | **K13** |
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|  |  |       | **D1** | **D2** | **D3** | **D4** | **D5** | **D6** | **D7** | **D8** | **D9** | **D10** | **D11** | **D12** |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **K1**  | **K2** | **K3** | **K4** | **K5** | **K6** | **K7** | **K8** | **K9** | **K10** | **K11** | **K12** | **K13** |
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|  |  |        | **D1** | **D2** | **D3** | **D4** | **D5** | **D6** | **D7** | **D8** | **D9** | **D10** | **D11** | **D12** |  |  |
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| **K1**  | **K2** | **K3** | **K4** | **K5** | **K6** | **K7** | **K8** | **K9** | **K10** | **K11** | **K12** | **K13** |
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|  |  |         | **D1** | **D2** | **D3** | **D4** | **D5** | **D6** | **D7** | **D8** | **D9** | **D10** | **D11** | **D12** |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **K1**  | **K2** | **K3** | **K4** | **K5** | **K6** | **K7** | **K8** | **K9** | **K10** | **K11** | **K12** | **K13** |
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| **Assessor’s Comments**  |
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| **Candidate’s Comments** |
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