

Unit IMPPO223 (J5MY 04) Prepare Ingredients and Store Fillings and Toppings in Food Operations

I confirm that the evidence detailed in this unit is my own work.

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| **Candidate’s name** |  | **Candidate’s signature** |  | **Date** |
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I confirm that the candidate has achieved all the requirements of this unit.

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| **Assessor’s name** |  | **Assessor’s signature** |  | **Date** |
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| **Countersigning — Assessor’s name****(if applicable)** |  | **Countersigning — Assessor’s signature****(if applicable)** |  | **Date** |
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I confirm that the candidate’s sampled work meets the standards specified for this unit and may be presented for external verification.

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| **Internal verifier’s name** |  | **Internal verifier’s signature** |  | **Date** |
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| **Countersigning — Internal verifier’s name****(if applicable)** |  | **Countersigning — Internal verifier’s signature****(if applicable)** |  | **Date** |
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| **External Verifier’s initials and date (if sampled)** |  |

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| **Unit overview** |
| This standard covers the skills and knowledge needed for you to prepare ingredients and store fillings and toppings in food operations and the associated supply chain. |

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| **Sufficiency of evidence** |
| There must be sufficient evidence to ensure that the candidate can consistently achieve the required standard over a period of time in the workplace or approved realistic working environment. |

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| **Performance criteria** |
| **What you must do:** |
| There must be evidence for **all** Performance Criteria (PC). |
| **Select, prepare and mix ingredients**1. Select the correct ingredients according to instructions and specifications
2. Weigh and measure the required ingredients
3. Isolate and report any substandard ingredients, and obtain authority to source replacement supplies where this is necessary
4. Select and check the equipment is fit for purpose to meet production needs
5. Prepare and mix ingredients according to specifications
6. Check that you minimise waste and deal with scrap material

**Store and maintain supplies and fillings and toppings** 1. Select and check prepared fillings and toppings according to your instructions and specifications
2. Place prepared fillings and toppings in the correct condition and location, and label where required, ready for further processing
3. Monitor the quality of fillings and toppings against specifications and the quantity of these against production needs, and report any inconsistency to the relevant personnel

**Follow health, safety and hygiene requirements**1. Comply with health, safety and hygiene requirements
2. Wear the correct personal protective clothing and equipment throughout preparation and production operations
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| **Evidence reference** | **Evidence description** | **Date** | **Performance criteria** |
| **What you must do** |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** |
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| **Knowledge and understanding** | **Evidence reference****and date** |
| **What you must know and understand** |
| For those knowledge statements that relate to **how** the candidate should do something, the assessor may be able to infer that the candidate has the necessary knowledge from observing their performance or checking products of their work. In **all** other cases, evidence of the candidate’s knowledge and understanding must be gathered by alternative methods of assessment (eg oral or written questioning). |
| 1 | Health, safety and hygiene requirements related to mixing and storing flour confectionery fillings and toppings and what might happen if they are not met |  |
| 2 | The basic purpose of the mixing process for flour confectionery fillings and toppings |  |
| 3 | How to avoid contamination during mixing and storing flour confectionery fillings and toppings and what might happen if this is not done |  |
| 4 | How to recognise and report flour confectionery fillings and toppings that do not meet specification |  |
| 5 | The procedure for rejecting and isolating substandard fillings and toppings |  |
| 6 | Types of personal protective clothing/equipment and working practices which are useful in combating potentially harmful effects of dust from ingredients and allergies from skin contact with ingredients, when mixing flour confectionery fillings and toppings |  |
| 7 | How to report on the quality and quantity of fillings and toppings and arrange for the production of supplies to meet production needs |  |
| 8 | How to maintain filling condition and deal with time constraints, in readiness for processing |  |
| 9 | Preparation techniques for meat, vegetables, cheese, herbs and spices |  |
| 10 | Cooking techniques for meat, vegetables, herbs and spices |  |
| 11 | The importance of not over mixing or blending savoury fillings |  |

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# Supplementary evidence

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| **Evidence** | **Date** |
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| **Assessor feedback on completion of the unit** |
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