



Unit F2LM 04 (294)

Fill and Close Pastry Products

Unit Summary

This Unit is about assembling, filling, closing and lidding pastry portions and bases to form individual products ready for baking in a non-automated bakery production environment. Pastry typically includes; individual portions of Danish, Croissant, puff, short or savoury pastry; and bases for sweet or savoury short crust pies and tarts.

You need to show that you can assemble and fill pastry portions and bases with the correct fillings, to specification. You will need to demonstrate that you can accurately close and place lids on pastry products and position ready for further processing. Complying with health and safety, food safety and organisational requirements are essential features of this Unit.

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.

Problem Solving Access 3

- ◆ Analyse a simple situation or issue.
- ◆ Plan, organise and complete a simple task.

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>Assemble and fill pastry products</p> <p>This means you:</p> <p>1 (a) Check the available pastry bases/portions and fillings against your instructions and specifications and take prompt action on discovering any discrepancy.</p> <p>(b) Locate and check the condition of tools and equipment.</p> <p>(c) Assemble pastry bases/portions correctly to specification.</p> <p>(d) Fill pastry bases/portions accurately and reliably to specification.</p> <p>(e) Work with practice which minimises waste and you correctly deal with scrap material.</p> <p>(f) Position and maintain filled pastry bases/portions correctly for further processing.</p> <p>(g) Comply with health, safety, food safety and organisational requirements throughout assembling and filling operations.</p>	<p>Evidence of assembling and filling pastry products in accordance with workplace procedures.</p> <p>This must include three different types of pastry products.</p>	

		Evidence Requirements (cont)	
2	<p>Close and lid pastry products</p> <p>This means you:</p> <ul style="list-style-type: none"> (a) Check available filled pastry bases/portions and pastry lids against your instructions and specifications and take prompt action on discovering any discrepancy. (b) Close and crimp filled pastry bases/portions using the specified technique accurately and reliably to specification. (c) Place lids on filled pastry bases/portions and close accurately and reliably to specification. (d) Wash and dress pastry surfaces as required to specification. (e) Work with practice which minimises waste and you correctly deal with scrap material. (f) Place pastry products in the correct condition and location, and label where required, for further processing. (g) Comply with health, safety, food safety and organisational requirements throughout blocking, cutting and shaping operations. (h) Operate within the limits of your own authority and capabilities. 	<p>Evidence of closing and lidding pastry products according to workplace procedures.</p> <p>This must include three different types of pastry products.</p>	

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

Unit F2LM 04 (294)**Fill and Close Pastry Products**

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, why it is important that you do so, and what might happen if they are not met.	
K2	Requirements of bread weight regulations and the importance of accurate dividing and check weighing of fermented dough to comply with these regulations.	
K3	Why it is important to follow work instructions and product specifications or recipes throughout dough processing to ensure successful dough processing.	
K4	How to seek advice and make process adjustments to dough, to take into account minor changes in ingredient performance, production timing and environmental conditions, necessary to keep a dough within specification.	
K5	Common sources of dough contamination during processing.	
K6	How to avoid contamination during dough processing and what might happen if this is not done.	
K7	How to recognise and report dough that do not meet specification during processing.	
K8	The procedure for rejecting and isolating failed dough and dough portions.	
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 dough.	
K12	How to maintain dough condition and deal with time constraints and variations to conditions throughout processing.	
K13	The correct method for loading and unloading trays in racks.	

Notes/Comments

Assessor signature: _____

Date: _____