

National Certificate in Baking (Level 3)

Level 3

Credits 140

This qualification has been **reviewed**. The last date to meet the requirements is 31 December 2019.

Transition Arrangements

This qualification was republished in May 2016 to extend the last date for enrolment from 31 December 2016 to 31 December 2017.

This qualification has been reviewed and replaced by the New Zealand Certificate in Trade Baking (Level 3) with strands in Craft Baking and Plant Baking [Ref: 2696]

The replacement qualification is substantially different in design to that replaced. The last date for entry into programmes leading to this qualification is 31 December 2017. The last date to meet the requirements of this qualification is 31 December 2019 at which point the qualification will be designated **discontinued**.

It is recommended candidates currently enrolled in programmes leading to this qualification complete their existing programme by 31 December 2019. They may, however, choose to transfer into a programme leading to the new qualification.

It is anticipated that no existing candidates will be disadvantaged by these transition arrangements. However, anyone who feels that they have been disadvantaged may appeal to the Competenz at the address below. Appeals will be considered on a case by case basis.

For detailed information see [Review Summaries](#) on the NZQA website.

This qualification contains lapsed classifications. For the purpose of version 3 and version 4 of this qualification, people who have gained credit for standards in the new classification may use those credits to meet the qualification requirements. Other current classification exemptions are also listed under Transition Arrangements below.

Standards from	Are treated as standards from
Health>Health Studies>First Aid	Health>Health Studies>Core Health
Business > Business Operations and Development > People Development and Coordination	Business > Management > Management – Developing and Coordinating People
Business > Business Operations and Development > Quality Management	Business > Management > Quality Management

For detailed information see [Review Summaries](#) on the NZQA website.

NZQF National Qualification Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	February 1999	December 2010
Review	2	December 2006	December 2018
Republished	2	November 2012	December 2018
Republished	2	April 2013	December 2018
Review	3	November 2013	December 2018
Republished	3	April 2014	December 2018
Review	4	July 2015	December 2019
Republished	4	May 2016	December 2019

Standard Setting Body

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Reviewed

National Certificate in Baking (Level 3)

Level 3

Credits 140

Purpose

The National Certificate in Baking (Level 3) is the second in a series of Baking qualifications for baking trainees/apprentices employed in the varied workplaces of the baking industry. This qualification builds on the introductory National Certificate in Baking (Level 2) [Ref: 0588]. It is designed to expand on relevant industry skills and knowledge and is intended for people already working in baking industry roles.

The qualification consists of a compulsory and two elective sections.

The compulsory section covers:

- health and safety;
- food safety;
- legislative and food code requirements;
- bakery science;
- personal presentation.

Elective A requires 60 credits for industry specific standards from the domains for Baking; Baking – Biscuit; Baking – Bread; Baking – Cake; and/or Baking – Pastry.

Elective B allows candidates to select from a range of skill standards such as quality management, computing, storekeeping, retail and customer service, which will support varied roles within baking industry.

This qualification is a progression from the National Certificate in Baking (Level 2) [Ref: 0588]. It is designed to provide a pathway to trade qualifications at level 4 such as:

- National Certificate in Baking (Craft Baking) (Level 4) [Ref: 0590]
- National Certificate in Baking (Plant Baking) with strands in Bread, Biscuit, Cake, and Pastry (Level 4) [Ref: 0591]
- National Certificate in Baking (Instore/Franchise) (Level 4) [Ref: 1267].

Credit Range

	Compulsory	Elective A Industry Specific	Elective B
Level 1 credits	1	0-6	0-59
Level 2 credits	8	0-91	0-59
Level 3 or above credits	12	28-119	0-59
Minimum totals	21	60-119	0-59

Requirements for Award of Qualification

This qualification will be awarded to people credited with a minimum total of 140 credits from the compulsory and elective sections of the qualification.

Compulsory

All the listed standards are required.

Elective A - Industry Specific

A minimum of 60 credits, of which a minimum of 28 credits is at level 3 or above, is required from the specified domains.

Elective B

The balance of credits, to achieve a minimum total of 140 credits, is required from the specified subfields and/or domains.

Award of NZQF National Qualifications

Credit gained for a standard may be used only once to meet the requirements of this qualification.

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided on the New Zealand Qualifications Authority (NZQA) website: <http://www.nzqa.govt.nz/qualifications-standards/standards/standards-exclusion-list/>.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (ID). Any version of a standard with the same ID may be used to meet qualification requirements that list the ID and/or that specify the past or current classification of the standard.

Detailed Qualification Requirements

Compulsory

All the standards listed below are required.

Field Health
 Subfield Occupational Health and Safety
 Domain Occupational Health and Safety Practice

Id	Title	Level	Credit
497	Protect health and safety in the workplace	1	1

Field Manufacturing
 Subfield Food and Related Products Processing
 Domain Baking

Id	Title	Level	Credit
15135	Demonstrate knowledge of the legislative and food code requirements in the baking industry	3	4
15136	Demonstrate knowledge of bakery science	4	8

Domain Food and Related Products Processing – Safety and Health

Id	Title	Level	Credit
7755	Apply safe working practices in the food and related product processing workplace	2	2

Field Service Sector
 Subfield Hospitality
 Domain Food Safety

Id	Title	Level	Credit
167	Practise food safety methods in a food business	2	4

Subfield Service Sector Skills
 Domain Service Sector – Core Skills

Id	Title	Level	Credit
62	Maintain personal presentation in the workplace	2	2

Elective A - Industry Specific

A minimum of 60 credits, of which a minimum of 28 credits is at level 3 or above, is required from the following domains.

Field	Subfield	Domain
Manufacturing	Food and Related Products Processing	Baking
		Baking – Biscuit
		Baking – Bread
		Baking – Cake
		Baking – Pastry

Elective B

The balance of credits, to achieve a minimum total of 140 credits, is required from the following subfields and/or domains.

Field	Subfield	Domain
Business	Business Administration	Business Information Processing
	Business Operations and Development	Any
	Management	First Line Management Management – Developing and Coordinating People Quality Management
Computing and Information Technology	Computing	Generic Computing
Education	Generic Education and Training	Assessment of Learning
Health	Health Studies	Core Health
Humanities	Communication Skills	Interpersonal Communications
		Reading
		Writing

Field	Subfield	Domain
Manufacturing	Food and Related Products Processing	Any
	Manufacturing Skills	Competitive Manufacturing Manufacturing Processes
	Meat Processing	Any
Sciences	Mathematics	Number
Service Sector	Hospitality	Cookery
		Food Safety
		Food and Beverage Service
	Retail, Distribution, and Sales	Distribution
		Merchandising and Marketing
		Retail and Distribution Core Skills
		Retail and Distribution Management
		Retail Delicatessen
		Retail Produce
		Sales
Lifting Equipment	Sales Transactions	
	Stock Control	
	Powered Industrial Lift Trucks	

Transition Arrangements

Version 2 was republished a second time in April 2013 to amend the transition provisions.

Version 2 was republished in November 2012 to indicate that it has been reviewed and replaced by the New Zealand Certificate in Baking with strands in Biscuit and Cake, Bread, Gluten Free, Pastry, and Plant (Level 4) [Ref: 1843].

Version 2 was first issued following review of the Food and Related Products Processing standards specific to the baking industry.

Changes to structure and content

- Titles, levels, and credits of reviewed standards updated.
- Standards 2989, 3488, 8489, 9681, and 10790 removed from the compulsory section.
- Standards 167 and 15136 added to the compulsory section.
- Level 2 and level 3 credit requirements in Elective A - Industry Specific section replaced with 60 credits of which a minimum of 28 must at level 3 or above.
- The subfield Manufacturing Skills and the domains Competitive Manufacturing and Manufacturing Processes added to Elective B Section.
- The domain Food and Beverage Service added to Elective B.
- The Food and Related Products list of domains replaced with all domains.
- Domains from the subfields Dairy Manufacturing and Mechanical Engineering removed from Elective B.
- Domain Food and Beverage Service added to Elective B.

- Subfield Retail Distribution and Sales replaced the lapsed subfields of Retail and Wholesale and Service Sector Skills.
- Credit total for Compulsory section decreased from 24 to 21, credit total for Elective A decreased from 62-145 to 60-119, and credit total for Elective B decreased from 0-83 to 0-59.

People currently enrolled in programmes leading to the award of version 1 of this qualification may either complete version 1 or transfer to this version. All versions of this qualification will be recognised by Competenz, with version 1 awarded up to December 2010.

This qualification contains classifications that replace earlier classifications. For the purpose of version 2 of this qualification, people who have gained credit for standards in the lapsed classifications may continue to use those credits to meet the qualification requirements.

Credits for standards in	Count towards qualification requirements where the following is specified
Service Sector >Retail and Wholesale Customer Service	Service Sector>Retail, Distribution, and Sales>Retail and Distribution Core Skills
Service Sector>Retail and Wholesale>Retail and Wholesale Sales Transactions	Service Sector>Retail, Distribution, and Sales> Sales Transactions
Service Sector>Retail and Wholesale >Retail and Wholesale Visual Merchandising	Service Sector>Retail, Distribution, and Sales> Merchandising and Marketing
Service Sector> Service Sector >Skills>Selling Skills	Service Sector>Retail, Distribution, and Sales>Sales

Certification

This certificate will display the logos of NZQA, the Competenz and the organisation that has been granted consent to assess against standards that meet the requirements of the qualification (accredited).

Classification

This qualification is classified according to the classification system listed on the Directory of Assessment Standards (DAS) and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

DAS Classification		NZSCED	
Code	Description	Code	Description
1903	Manufacturing/Food and Related Products Processing/Baking	110107	Food, Hospitality and Personal Services/Food and Hospitality/Baking and Pastry Making

Quality Management Systems

Providers and Industry Training Organisations must be granted consent to assess by a recognised Quality Assurance Body before they can register credits from assessment against standards. Organisation with consent to assess and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Consent to assess requirements and the moderation system are outlined in the associated Consent and Moderation Requirements (CMR) for each standard.

Reviewed