

Title	Prepare and bake biscuits in the baking industry		
Level	1	Credits	3

Purpose	<p>This unit standard is for people working or intending to work in a bakery.</p> <p>People credited with this unit standard are able to prepare, mix, and shape biscuit dough, and bake biscuits in the baking industry.</p>
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Classification	Food and Related Products Processing > Baking - Cake and Biscuit
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Available grade	Achieved
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Explanatory notes

- Enactments and codes relevant to this unit standard include but are not limited to the: Food Act 1981 and the Food Act 2014; Health and Safety in Employment Act 1992, which will be replaced by the Health and Safety at Work Act 2015 when it becomes effective on 4 April 2016; Food (Safety) Regulations 2002; Food Hygiene Regulations 1974; and the Australia New Zealand Food Standards Code available at <http://www.foodstandards.govt.nz>.
- Definitions**

Bakery means a craft, in-store, or production plant baking facility.

Workplace procedures refer to procedures used by the organisation carrying out the work and applicable to the tasks being carried out, such as recipes, production specifications, standard operating procedures, site safety procedures, equipment operating procedures, codes of practice, quality assurance procedures, housekeeping standards, and procedures to comply with legislative and local body requirements.

Handshaped/moulded refers to the simple manual shaping of biscuits such as Anzac, Afghan, and chocolate chip.

Cut refers to biscuits shaped with a knife or cutters/wire cutters, such as gingerbread, shortbread, and Belgium biscuits.
- Assessment information**

Evidence generated during assessment against this standard must meet applicable workplace procedures.

Outcomes and evidence requirements

Outcome 1

Prepare, mix, and shape biscuit dough.

Range hand-shaped or moulded, cut.

Evidence requirements

- 1.1 Work areas and equipment are prepared for use in accordance with workplace procedures.
- 1.2 Biscuit dough ingredients are prepared and weighed in accordance with recipe requirements.
- 1.3 Biscuit dough ingredients are mixed to consistency in accordance with recipe requirements.
- 1.4 Biscuit dough is shaped in accordance with recipe requirements.

Outcome 2

Bake biscuits.

Evidence requirements

- 2.1 Biscuits are baked to meet quality and recipe requirements in accordance with recipe specifications and workplace procedures.

Range quality requirements – appearance, taste, degree of baking, size, weight, shape.
- 2.2 Biscuit is finished in accordance with recipe requirements.

Range may include but is not limited to – filling, topping, icing.

Planned review date	31 December 2021
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	27 October 2006	31 December 2018
Review	2	17 March 2016	N/A

Consent and Moderation Requirements (CMR) reference	0013
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact at Competenz at qualifications@competenz.org.nz if you wish to suggest changes to the content of this unit standard.