

<b>Title</b>	<b>Make biscuit products in a commercial baking environment</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>13</b>

<b>Purpose</b>	People credited with this unit standard are able to: prepare to make biscuit products, make biscuit products, bake biscuit products, and complete the biscuit making process in a commercial baking environment.
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<b>Classification</b>	Food and Related Products Processing > Baking - Cake and Biscuit
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<b>Available grade</b>	Achieved
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## Guidance Information

### 1 Legislation and references

Legislation, regulations and/or industry standards relevant to this unit standard include but are not limited to the:

Food Act 2014;

Health and Safety at Work Act 2015;

Resource Management Act 1991;

Food Amendment Regulations 2017;

Australia New Zealand Food Standards Code, available at

<http://www.foodstandards.govt.nz/>.

Any new, amended or replacement Acts, regulations, standards, codes of practice, guidelines, or authority requirements or conditions affecting this unit standard will take precedence for assessment purposes, pending review of this unit standard.

### 2 Definitions

A *batch* is twelve individual items.

*Commercial baking environment* means a craft, plant, or in-store/franchise bakery.

*Quality specification* is a detailed description that defines the required characteristics of a baked product and may be communicated in writing, verbally, or by using photographs.

*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.

### 3 Range

One batch from any six of – Scottish shortbread cookies, macarons produced from twenty four macaron halves, Viennese biscuits, gingerbread biscuits, chocolate chip cookies, ANZAC biscuits, macaroons.

#### 4 Assessment information

This unit standard must be assessed against in a commercial craft bakery to workplace quality standards and production requirements, or in a simulated environment that demands performance equal to that required in a commercial bakery.

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

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## Outcomes and performance criteria

### Outcome 1

Prepare to make biscuit products.

#### Performance criteria

- 1.1 Work area is prepared and checked in accordance with safety and hygiene standards.
- 1.2 Recipe is interpreted and determined as suitable for the product to be baked.
- 1.3 Adjustments are made to meet variations in product requirements.
  - Range adjustments to – ingredients, quantities, baking process.  
variations may include – batch size, taste, appearance, texture.
- 1.4 Ingredients are selected and prepared in accordance with the recipe requirements.
  - Range may include but is not limited to checked for quality, weighed, sifted, conditioned.
- 1.5 Substandard ingredients are identified and corrective actions are taken.
  - Range corrective actions may include – rework, rectify, process, recycle, isolate, discard
- 1.6 Equipment is selected and prepared for biscuit making.
  - Range equipment may include but is not limited to – mixers, bowls, scales, benches, trays, tins, ovens.  
preparation includes – checked for condition and cleanliness, set up for operation.

### Outcome 2

Make biscuit products.

**Performance criteria**

- 2.1 Biscuit dough is prepared and mixed in accordance with recipe requirements.
- 2.2 Biscuit dough is processed in accordance with recipe requirements.  
Range may include – dropped, deposited, formed, piped, spread.
- 2.3 Biscuit products are prepared for the oven.
- 2.4 Equipment is operated.

**Outcome 3**

Bake biscuit products.

**Performance criteria**

- 3.1 Oven is prepared.  
Range temperature set, time set.
- 3.2 Products are loaded into oven.
- 3.3 Baking process is monitored.
- 3.4 Baked products are prepared for finishing.  
Range may include – cooled, depanned.
- 3.5 Baked products are checked for compliance with quality specifications.
- 3.6 Non-conforming products are identified and corrective actions are taken.

**Outcome 4**

Complete the biscuit making process.

**Performance criteria**

- 4.1 Products are finished.  
Range glazed, iced, dusted, decorated.
- 4.2 Products are presented for sale.  
Range may include but is not limited to – packed, labelled, displayed.

- 4.3 The baking process is reviewed and changes that could improve the process are identified and communicated.

Range improvement may include but is not limited to – reducing waste of ingredients, saving time or effort, improving product quality, improving safety, reducing risk, more effective use of resources.

- 4.4 Equipment is shut down, cleaned, and stored.

- 4.5 Work area is cleaned, tidied, and made ready for next operation.

- 4.6 Waste is disposed of.

<b>Planned review date</b>	31 December 2030
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#### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	17 March 2016	N/A
Review	2	26 June 2025	N/A

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

#### Comments on this unit standard

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council [qualifications@hangaarorau.nz](mailto:qualifications@hangaarorau.nz) if you wish to suggest changes to the content of this unit standard.