

Title	Prepare and tray up frozen dough products		
Level	1	Credits	1

Purpose	<p>This unit standard is for people working or intending to work in the baking industry.</p> <p>People credited with this unit standard are able to use safe working practices, prepare trays for frozen doughs, and tray up frozen doughs.</p>
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Classification	Food and Related Products Processing > Baking
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Available grade	Achieved
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Explanatory notes

- 1 **References**
 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; Resource Management Act 1991; Food (Safety) Regulations 2002; Food Hygiene Regulations 1974; and the Australia New Zealand Food Standards Code, available at <http://www.foodstandards.govt.nz/>.
- 2 **Range**
 Competence is to be demonstrated on two occasions of preparing and traying up frozen dough products.
 Doughs may include but are not limited to – breads such as buns, rolls, vienna loaves, French sticks, mini sticks; pastries such as croissants, Danish.
 Equipment may include but is not limited to – trays, racks, humidity covers.
- 3 **Definitions**
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.
PPE refers to personal protective equipment such as protective clothing; gloves; safety glasses, headwear, and footwear; hearing protection; and safety devices.

Outcomes and evidence requirements

Outcome 1

Use safe working practices.

Evidence requirements

- 1.1 PPE is used in accordance with workplace procedures.
- 1.2 Work environment is kept clean and free from hazards in accordance with workplace procedures.

Range hazards to – personnel, product, plant.
- 1.3 Documentation is referred to and/or completed in accordance with workplace procedures.

Outcome 2

Prepare trays for frozen doughs.

Evidence requirements

- 2.1 Trays for receiving frozen dough are clean and free from contamination in accordance with workplace procedures.
- 2.2 Quantity and shape of trays for receiving frozen doughs are correct for scheduled production.
- 2.3 Preparation to tray up frozen dough product is in accordance with workplace procedures.

Outcome 3

Tray up frozen doughs.

Evidence requirements

- 3.1 Quantity of frozen dough products is sufficient and type of frozen dough products is appropriate for traying up in accordance with production specifications.
- 3.2 Condition of dough for traying up meets production specifications.

Range may include but is not limited to – quality, free of freezer burn, within use-by-date.
- 3.3 Frozen dough is trayed up in a timeframe that conforms to production requirements and is in accordance with workplace procedures.

- 3.4 Trayed up frozen dough is stored in a manner that protects product integrity and conforms to product specifications.

Range may include but is not limited to – chilled, rack covered.

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	30 January 1997	31 December 2018
Review	2	20 April 2006	31 December 2018
Review	3	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 Competenz at qualifications@competenz.org.nz if you wish to suggest changes to the content of this unit standard.