

# Food and Beverage Service

## Level – I

Based on November, 2022 Curriculum Version

2



**Module Title: Prepare and Present Basic Dishes**

**Module Code: CTH FBS2 M02 1122**

**Nominal duration: 96hours**

November, 2022

Addis Ababa, Ethiopia

Page 1 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
--------------	--	--	-------------------------------

## Table of Content

ACKNOWLEDGMENT .....	4
Introduction to the Module .....	5
Unit one: Select ingredients.....	6
1.1. Standard recipe.....	7
1.2. Appetizers ingredients.....	12
1.3. Cooking Methods.....	14
1.4. Quantities and ratios of cookery commodities.....	17
Self-Check -1 .....	21
Unit Two: Select, prepare and use equipment .....	22
2.1. Suitable types and size of equipment.....	23
2.2. Cleanliness of equipment .....	30
Self-Check -2 .....	35
Unit Three: Prepare portion and ingredients .....	36
3.1. Ingredient Portion .....	37
3.2. Salads ingredients .....	38
3.3. Minimize waste.....	41
Self-Check -3 .....	43
Unit Four: Prepare appetisers and salads.....	44
4.1. Preparation methods salad and appetizer .....	45
4.2. Sauce and dressing.....	49
Self-check 4.....	53
Operation Sheet # 1.....	54
Operation Sheet # 1.2.....	55
Operation Sheet # 1.3.....	56
Operation Sheet # 1.4.....	57
LAP Test .....	57
Unit Five: Present appetisers and salads.....	58
5.1. Present dishes on appropriate service ware.....	59

5.2. Dips, sauces and garnishes.....	64
5.3. Environmental conditions of dishes.....	67
5.4. Clean and dispose store surplus and re-usable by-products.....	70
Self-check 5.....	73
Reference .....	74

## ACKNOWLEDGMENT

Page 3 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II
			November, 2022

**Ministry of Labor and Skills** wish to extend thanks and appreciation to the many representatives of TVET instructors who donated their time and expertise to the development of this Teaching, Training and Learning Materials (TTLM).

## Introduction to the Module

In food and beverage services field: prepare and present basic dishes helps to select ingredients and equipment, to prepare portion and ingredients, to prepare appetisers and salads, to present and store appetisers and salads according to the food preparation and

presenting.

This module is designed to meet the industry requirement under the food and beverage service occupational standard, particularly for the unit of competency: **prepare and present basic dishes**

**This module covers the units ::**

- Select ingredients
- Select equipment.
- Prepare ingredients
- Prepare appetisers and salads
- Store appetisers and salads.

**Learning Objective of the Module**

- Identify ways of selecting ingredients
- Identify ways of selecting equipment.
- Perform ways of portioning and preparing ingredients
- Prepare appetisers and salads
- Present and store appetisers and salads.

**Module Instruction**

For effective use this modules trainees are expected to follow the following module instruction:

1. Read the information written in each unit
2. Accomplish the Self-checks at the end of each unit
3. Perform Operation Sheets which were provided at the end of units
4. Do the “LAP test” giver at the end of each unit and
5. Read the identified reference book for Examples and exercise

## Unit One: Select Ingredients

This learning guide is developed to provide you the necessary information regarding the following content coverage and topics:

- Standard recipe
- Ingredient amounts
- Appetiser ingredients
- Perishable food for spoilage or contamination
- Cook methods
- Quantities and ratios of cookery commodities

This guide will also assist you to attain the learning outcomes stated in the cover page. Specifically, upon completion of this learning guide, you will be able to:

- Describe standard recipe
- Calculate ingredient amounts
- Identify appetiser ingredients
- Identify perishable food for spoilage or contamination
- Perform cookery methods
- Calculate quantities and ratios of cookery commodities

## 1.1. Standard recipe

A **recipe** is a set of instruction for making a food dish from various ingredients. A recipe is also a standardized and tested procedure for preparing food, in which the ingredients to be used, their proportions, order of mixing and the time and temperature for cooking have all been worked out to produce a uniform and tasty products.

Carelessness in measurements and variations in preparation procedures and equipment can create changes in the final product, which are usually undesirable.

There are various recipes for the preparation of foods of plant origin. However, attention will be focused on those recipes where the original product is either improved with respect to nutritional value or sensory quality. Nutritional value is usually improved by restoration, fortification and enrichment using soybeans, cowpeas and other legume flours which increase protein content and complement amino acid profiles of cereals, roots and tubers, fruits and vegetables and their products.

A recipe is a set of orders that show how to prepare or make something, especially a culinary dish. It is a set of instructions for producing a certain dish.

Recipes normally consist of several components as follows

- The name of the dish.
- How much it will take to prepare the dish.
- The required ingredients along with their quantities or proportions.
- Equipment and environment needed to prepare the dish.
- An ordered list of preparation steps.
- The number of servings that the recipe will produced

### Develop Recipe

Recipes are developed for many reasons. A well-developed recipe must meet a number of needs, some of which overlap. Those are:

- Increase visibility of product
- Increase product usage
- minimize safety problems of product

Page 7 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
--------------	--	--	-------------------------------

Before beginning the actual recipe development, one should do project planning. Planning will permit the:

- Evaluation of priorities and objectives
- Development of action steps more clearly in sequence.
- Inclusion all tasks.
- Organization and reorganization of task, allocating time appropriately.
- Judgment of physical environment factors
- Communication with others.
- Provide motivation and a sense of accomplishment.
- Recording for future reference and or evaluation information

When a recipe is one in which the amounts and proportions of ingredients and the methods of procedure will consistently produce a high quality product it becomes a **standardized recipe**.

A recipe has two important parts:

- A list of ingredients
- A description of the method for putting them together

### 1.1. Ingredient amounts

Ingredient is any of the foods or substances that are combined to make a particular dish. "Mix all of the ingredients together"

Ingredient amount is also a substance that forms part of a mixture (in a general sense). For example, in cooking, recipes specify which ingredients are used to prepare a specific dish. Many commercial products contain secret ingredients that are purported to make them better than competing products

### Principles to be followed in ingredient amount recipe construction:

Page 8 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
--------------	--	--	-------------------------------



Good recipes are constructed not only to obtain a good product but also to be sure of an efficient orderly procedure that will minimize the time of preparation. Here are certain principles to follow:

1. The recipe should be simple, easy to read and interesting to the reader.
2. The ingredients should be listed in the order they are to be used.
3. Exact measurements should be indicated; if possible abbreviations should be avoided for example:

$\frac{1}{2}$  cup chopped onion and not 1.2 c. onion, chopped

4. Descriptive terms should be placed before the ingredient if the process is to be carried out before measurement.

**For example: 2 cups sifted flour**

If the process is to be carried out after measurement, the terms are placed after the ingredient.

**For example: 2 cups flour, sifted**

5. Whenever possible, it is desirable to use simple measurements.
  - Fractional measurements in a cup (  $\frac{1}{2}$  ,  $\frac{1}{4}$ ,  $\frac{1}{3}$  cups)
  - Weight of uncooked meat, poultry, fish (1/2 kilo, 4 lbs, etc.)
  - Measure and weight of canned packaged products ( 5 oz. can tomato sauce or 1 lb. cheese)
6. Specify the particular type of ingredient to be used. Thus, if cake flour is the preferred ingredient, specify as 2 cups cake flour instead of 2 cups flour.
7. Use the generic names of the ingredients rather than brand names.
8. Short, clear sentences that give necessary information help to make directions understandable.
9. Use the precise term to describe a cooking process or a preparation method. Do not say mix when you mean fold or beat.
10. Specify the size of the baking pan or utensils needed. State clearly how preparation should be made, for example:

- Oiling
- Greasing
- Lining with wax paper

11. State information regarding temperature and cooking time to insure successful results.

A statement to describe the stage is most helpful, for instance;

Bake for 25 minutes at 350 degrees Fahrenheit, until it is golden brown.

12. Every recipe should indicate its yield in terms of average servings.

**Measuring Cup for Dry Ingredients** – is used to measure solids and dry ingredients, such as flour, fat and sugar.



Fig-1 Measuring Cups

**Measuring Cup for Liquid Ingredients** - commonly made up of heat-proof glass and transparent so that liquid can be seen. Quantity of measure of liquid ingredient is different in a dry measuring cup.



Fig-2 Measuring Cups

**Scoops or dippers** – used to measure serving of soft foods, such as fillings, ice cream, and mashed potato.



Fig-3 Scoop









**Measuring Spoons** come in variety of sizes, shapes, materials and colors. These are used to measure smaller quantities of ingredients called for in the recipe like: 1 tablespoon of



butter or ¼ teaspoon of salt.

Fig 1.4: Measuring Spoons

Table 1.1: measuring ingredient amount

INGREDIENT	 1 cup	 3/4 cup	 2/3 cup	 1/2 cup	 1/3 cup	 1/4 cup	 1 Tbsp	 1 tsp
Flour	120g	90g	80g	60g	40g	30g	8g	—
Sugar	200g	150g	133g	100g	67g	50g	13g	—
Brown sugar	180g	135g	120g	80g	60g	45g	12g	—
Butter	240g	180g	160g	120g	80g	60g	15g	—
Oats	90g	68g	60g	45g	30g	23g	6g	—
Nuts, chopped	150g	113g	100g	75g	50g	38g	10g	—
Milk/ Cream/ Water	240ml	180ml	160ml	120ml	80ml	60ml	15ml	5ml
Salt, Spices, Herbs, Baking Soda	—	—	—	—	—	—	15ml	5ml

## 1.2. Appetizers ingredients

Appetizers are finger foods usually served before a meal, or in between mealtimes, and are also called hors d'oeuvres, antipasti, or starters, and may range from the very simple to the very complex, depending on the occasion and the time devoted to making them. They're a common accompaniment to aperitifs, cocktails served before a meal.

Appetizers may be served at long parties that occur after a regular mealtime. A mid-afternoon party where there is no intent to serve dinner, or an evening party that occurs after dinner may feature appetizers so that guests can have the opportunity to snack. . Many restaurants feature a range of appetizers that are ordered just before a meal as a first course.

### Characteristics of Appetizers

Page 11 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II
			November, 2022

Appetizers should be big on flavour, small on size and price. The appetizer must have distinct, piquant flavour and appetite-whetting qualities. Pickled and salted foods, acids, pepper and paprika play a conspicuous part in their manufacture. Raw oysters and clams, grapefruit, melons and fruit cocktails, canapés and small sandwiches spread with pastes of sardines, anchovies and caviar, lobster and crabmeat, pate de foie gras, cheese, olives and other mixtures of high flavour, deviled eggs, small succulent salads, may all be included without prejudice in the list of appetizers. In parts of the United States, the dinner is always begun with the salad as the appetizer.

Appetizers ingredients are crackers or small slices of bread or toast or puff pastry, cut into various shapes, serve as the base for savory butters or pastes, often topped with canopy of such savory food as meat, cheese, fish, caviar, purees or relish

## 1.2. Identify perishable food for spoilage or contamination

### Perishable Food Spoilage

Food spoilage happens when there is an undesirable change to the normal state of food.

Food spoilage happens when there is an undesirable change to the normal state of food.

### Examples of perishable foods

Perishable foods are foods that are likely to degrade, spoil or become unsafe to eat if they're not consumed within a short time after purchase, mishandled (e.g. left in an unsafe temperature for too long) or improperly stored.

These foods include:

- Milk, cheese and other dairy products
- Seafood
- Poultry
- Beef
- Pork
- Vegetables and fruits

### Causes food to spoil

Page 12 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

**Perishable supplies** spoilage occurs when there's a disagreeable change in the normal state of the food making it unfit to eat. This may be a change to the taste, texture, smell or appearance of the food.

Spoilage is usually caused by yeast, mould or bacteria. A typical example of spoilage is green or white fuzzy patches appearing on a piece of fruit. Spoilage caused by harmful bacteria is known as pathogenic spoilage and renders food unsafe to eat. While spoilage doesn't always mean that the item is unsafe to eat, customers should never be served spoiled food.

### Common signs of perishable food spoilage

- **Dairy products:** The most common signs that these products have gone bad are black or green mould, a strong smell and taste, or curdling.
- **Fruits and vegetables:** Signs of spoilage on these foods include bad smells, soft or mushy texture, and mould.
- **Seafood and meats:** Spoiled seafood and meats often exhibit discoloration, slime and a foul odor.
- **A note about low-risk foods:** Low-risk foods, such as canned or baked goods, can also spoil. Signs of spoilage for baked goods include green or white moulds. Canned items may have a strong smell, cloudy appearance or soft or jelled texture. The can itself may bulge or release gas or spurting liquids upon opening.

### Other monitoring techniques

Sensory monitoring (relying on touch, sight, taste and smell) is one of several techniques that can be leveraged when assessing food spoilage.

### 1.3. Cooking Methods

Cooking is the act of preparing food for eating especially by heating processes. It is also the practice or skill of preparing food by combining, mixing, and heating ingredients

To ensure desired texture, taste, flavor and quality of cooked food, choosing correct method of cooking is very important. The characteristics desired in the finished product determine which method of cookery will have to be chosen for any given food. While correct

Page 13 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

preparation of ingredients and correct mixing are necessary, greater skill is needed in the actual cooking of the food.

The cooking of food involves heating it in a variety of ways to make it more palatable. The heat to cook the food comes from a variety of sources, including electric elements or hotplates; gas flame from a stove or barbecue; the heat from a conventional oven; and heat generated by a microwave oven.

**There are really two important cooking methods**

- a) Dry heat method
- b) Moist heat method

a) Dry heat cooking method: This method does not need any water and use dry heat to cook something; some examples are steaming, baking, grilling, and roasting.

b) Moist heat cooking method: In this method we use liquids to cook the food; some examples include are boiling, frying, stewing, barbecue, and basting.

Let us look at some of these methods further more as follows

**A. Grilling**

Grilling is the method of cooking food over direct heat. The food is exposed to the flames and the heat comes from the coals underneath the grate. You can grill over an open flame or in a grill pan. Grill grates are used, and the food that is grilled usually has charred lines on it.

**B. Steaming**

For steaming, food is placed in a steamer which is kept over hot liquid. The steam cooks the food but the water or liquid being used for steaming does not come in contact with the food itself.

**C. Searing**

Searing refers to browning of food. Seared food has a brown and caramelized appearance from the outside. Food can be seared when small amounts of fat are used over high heat to give the outside a caramelized appearance, while the inside is not cooked through. Searing fish or meats is quite common.

Page 14 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

#### **D. Boiling**

When food that is cooked in water reaches 100° Celsius, it is in the boiling stage. In this method, the food is completely immersed in water and boiled until soft and tender.

#### **E. Sautéing**

To sauté food is one of the most common steps that we follow while cooking anything. Food is cooked in very little oil or fat until it turns tender. This is usually done in a pan and the food is cooked over medium to high heat.

#### **F. Poaching**

In order to poach food, it needs to be submerged in water that is between 71° Celsius and 82° Celsius. The food remains in the water until it is completely cooked.

#### **G. Broiling**

Broiling requires the source of heat to come from the top and mostly ovens are used to broil. The setting can be adjusted to broil so that the top heat source is the only one that comes on. However, while broiling, one must keep an eye on the food, as it cooks very fast.

#### **H. Baking**

Baking simply means cooking food items (usually uncovered) in an oven using dry heat. This method of cooking is used for foods like bread, cakes, cookies, muffins, lasagna, etc.

#### **I. Roasting**

This method is similar to baking as it involves the use of an oven to cook the food. Mostly, meats or vegetables are roasted. Food is cooked until it turns beautiful golden brown.

#### **J. Blanching**

Blanching and boiling are almost the same, but in blanching, the food is par-cooked, then it is sub-merged in an ice bath to stop the cooking process.

Page 15 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

## K. Stewing

Stewing is similar to braising. The ingredients are first seared then cooked in liquid.



### **L. Deep-frying**

Deep-frying means cooking food in hot oil or fat. The food is cooked until its colour turns to golden. It is crispy on the outside, and the inside is cooked completely. Deep frying samosas

### **M. Braising**

Similar to searing, the ingredients are seared then cooked in water. Foods that are usually braised are high in protein like pot roasts.

### **N. Shallow-frying**

Here the oil only reaches to about half-an-inch up the pan and food is cooked on one side first, before being turned over to the other side so it can be completely cooked.

### **O. Barbecue**

Barbecuing requires food like meats and briskets to be cooked for long and slowly over a spit that is fuelled with the smoke produced from either coal or wood.

### **P. Pan-Frying**

Pan-frying is done by adding enough fat to a hot pan so that the pan is coated. This method tends to be at a lower heat than sautéing or searing. Pan-fried foods tend to be larger than those you sauté. Examples include crab cakes or fried green tomatoes, which are cooked until golden brown on one side and then turned over so the other side can brown

## **1.4. Quantities and ratios of cookery commodities**

Quantity is the amount or numbers of especially that can be measured. The use of standard measuring equipment and standard measuring techniques will help to ensure successful products. To achieve consistent results each time a particular recipe is used, identical measuring procedures must be followed. Every major ingredient, dry or liquid, requires a special measuring technique. Liquids are measured in standard glass or clear plastic cups that hold the exact capacity specified in a recipe. If it is necessary to weigh foods, use a weighing scale.

Page 17 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

## Measure quantities of ingredient amounts

Following are some ways of measuring ingredients.

1. **Liquids** – use a liquid measuring cup and place it on a level surface. Have the measuring line at eye level to be sure of the exact measurement.
2. **Dry ingredients or powdered materials** – gently spoon the ingredient into the cup, piling high or filling cup to overflowing; then level off with a metal spatula or straight-edged knife. Powdered materials such as baking powder, baking soda, salt, etc. must be stirred first to break up any lump. Dip a dry spoon in the powder and level off with the edge of the spatula or the knife.
3. **Sugar**- Sift granulated or refined sugar if lumpy. Spoon into the measuring cup and level off. Do not pack or tap the sugar down. Brown sugar is packed firmly into the cup with a finger until it is even with the rim. When the cup is inverted; brown sugar will hold its shape.
4. **Solid shortening** ( like butter or margarine) – with a rubber spatula, pack into cup, run spatula through shortening to release air; pack again and level off.
5. **Shredded cheese**- lightly places the shreds in a dry measuring cup until even with its rim. Do not pack the cheese into the cup.

### There are four methods for determining ingredient quantities and ratio:

1. Determine the total quantity to be made.
2. Find the total number of parts in the ratio.
3. Find the amount per part by dividing the total quantity to be made by the total number of parts.
4. Find the amount of each ingredient by multiplying each ingredient by the amount per part.

### Example

You need 12 pounds of pie dough. How many pounds of each ingredient should you use? The ratio of ingredients to make pie dough is as follows:

Page 18 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

- 3 parts flour
- 2 parts oil
- 1 part water

### Solution:

In this case, we know the total amount of pie dough to be made (12 pounds). Using the given information, the total number of parts in the ratio is calculated as:

$$3 \text{ parts flour} + 2 \text{ parts oil} + 1 \text{ part water} = 6 \text{ parts total}$$

We now find the amount per part by dividing the total quantity to be made by the number of parts total:

$$12 \text{ pounds of pie dough} \div 6 \text{ parts total} = 2 \text{ pounds per part}$$

Finally, we multiply the parts per ingredient by the amount per part to find the total amount of each ingredient we need:

- 3 parts flour x 2 pounds per part = 6 pounds of flour
- 2 parts oil x 2 pounds per part = 4 pounds of oil
- 1 part flour x 2 pounds per part = 2 pounds of water

### Unknown Total Amount

There are two methods for determining ingredient quantities when the total to be made is unknown:

1. Find the amount per part by dividing the amount that you know by the number of parts it represents.
2. Multiply the amount per part by the number of parts for each of the remaining ingredients.

### Example

You have 6 pounds of flour to make pie dough. How many pounds of oil and how many pounds of water should you add to the flour? The ratio of ingredients to make pie dough is as follows:

- 3 parts flour
- 2 parts oil

Page 19 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

- 1 part water

**Solution:**

In this case, we do not know the total amount of pie dough that will be made. So, we divide the amount of the ingredient we know (flour) by the number of parts it represents:

6 pounds of flour 3 parts = 2 pounds per part

Finally, we can multiply the amount per part by the number of parts for each of the ingredients we want to determine amounts for:

Oil: 2 parts x 2 pounds per part = 4 pounds of oil

Water: 1 part x 2 pounds per part = 2 pounds of water

<b>Self-Check -1</b>	<b>Written Test</b>
----------------------	---------------------

**Test-I Instruction: say true or false for the following questions. (Each has 1 point)**

1. Recipe is a set of instruction for making a food dish from various ingredients.
2. Ingredient amount is also a substance that forms part of a mixture
3. Appetizer must have distinct, piquant flavour and appetite-whetting qualities.
4. Food spoilage happens when there is an undesirable change to the normal state of condition.

**Test-II Multiple choice**

**Instruction: Select the correct answer for the given choice. (3points)**

1. Which of the following are **not** true about recipe?
  - A. To increase visibility of product
  - B. To increase product usage
  - C. To minimize safety problems of product
  - D. Measuring Cups
2. \_\_\_\_\_ is the method of cooking food over direct heat
  - A. Steaming
  - B. boiling
  - C. baking
  - D. grilling
3. \_\_\_\_\_ are finger foods usually served before a meal.
  - A. Main dish
  - B. Appetizers
  - C. Dessert
  - D. Fish

**Test III: Instruction: Give short answer for the following questions listed below. (4point)**

1. Explain the advantages of cooking.
2. Describe the ways of measuring ingredients.
3. List down all the dry heat method of cooking
4. List down all the moist heat method of cooking

## Unit Two: Select, Prepare and Use Equipment

This learning guide is developed to provide you the necessary information regarding the following content coverage and topics:

- Suitable type of equipment
- Cleanliness of equipment
- Use Equipment safely and hygienically

This guide will also assist you to attain the learning outcomes stated in the cover page. Specifically, upon completion of this learning guide, you will be able to:

- Select suitable type of equipment
- Apply cleanliness of equipment
- Apply ways of handling equipment safely and hygienically

## 2.1. Suitable types and size of equipment

A kitchen, is a room or part of a room (sometimes called "kitchen area" or a "kitchenette") used for food preparation and cooking.

Various types of equipment are used in a kitchen. The type, amount and size of equipment will depend on the type of menu being provided and number of people to dine.

### Choice of correct type and size of equipment and utensils

When the equipment has been found to be clean the next step is to ensure that the equipment is the correct size and is suitable for the job required. When cooking large quantities of food it is important that there is enough room to stir the soup without spilling over the edge. When deep frying ensure that the basket is not overloaded, collecting equipment and utensils in the necessary numbers

**Kitchen equipment may be divided into three categories:**

- A. large equipment's,
- B. Mechanical equipment,
- C. Utensils and small equipment's.

#### A. Large equipment

Large equipment's include cooking ranges, electric ovens, microwave ovens, steamers, boiling pan, deep fat-fryers, sinks, and tables.



Brick Oven



Modern 3 oven AGA cooker



Electric Trivection Oven



Gas Range on Oven



**Figure 1: large equipments**

## **B. Mechanical Equipment**

Mechanical equipment includes peelers, mincers, mixers, refrigerators, dish-washers.

### **i) Mincers**

Mincers are used for chopping vegetables or meat. Mincers are compact, hygienically designed machines capable of providing a cool, efficient mincing action without squashing or pulping the product.



**Figure2.2: mincers**

### **ii) Mixers**

A mixer is a kitchen appliance intended for mixing, folding, beating, and whipping food ingredients. Mixers come in two major variations, hand mixers and stand mixers.

Page 24 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------



A hand mixer, as the name implies, is a hand-held mixing device. It typically consists of a handle mounted over a large enclosure containing the motor, which drives one or two beaters. The beaters are immersed in the food to be mixed.



**Figure 2:3: mixers**

### iii) Blender

A blender or liquidizer is a kitchen appliance used to mix ingredients or puree food. The blending container can be made of glass, plastic, or stainless steel, and often has graduated markings for approximate measuring purposes. At the top of the container is a lid to prevent ingredients from escaping during operation. At the bottom is a serrated blade assembly, sometimes removable for cleaning purposes.



**Figure 2:4: blender**

### iv) Refrigerators

A refrigerator (often called a "fridge" for short) is a cooling appliance comprising a thermally insulated compartment and a mechanism to transfer heat from it to the external environment, cooling the contents to a temperature below ambient.

Refrigerators are extensively used to store foods which deteriorate at ambient temperatures; spoilage from bacterial growth and other processes is much slower at low temperatures. A device described as a "refrigerator" maintains a temperature a few degrees above the freezing point of water; a similar device which maintains a temperature below the freezing point of water is called a "freezer". Freezers keep their contents frozen. They are used both in households and for commercial use. Most freezers operate at around  $-18^{\circ}\text{C}$  ( $0^{\circ}\text{F}$ ).



**Figure 2.8: refrigerator**

### C) Utensils and Small Equipments

Cutlery and utensils are tools used for everyday preparation and consumption of foods.

- **Utensils-** are instruments, implements, or containers used in the kitchen for food preparation.
- **Cutlery-** tools for cutting and eating food such as knives, forks, and spoons.
- **Utensils and small equipment** includes pots, pans, whisks, bowls, spoons and ladles.



Sauce Pan

Saute Pan

Specialize food and beverage service  
Level - II










Version -II  
November, 2022

**Figure2.5: pan**

**Table 2.1 Tools and Utensils**

<p><b>1. French Knife</b></p>	
<p><b>2. Vegetable Peeler</b></p>	
<p><b>3. Long Handled Fork</b></p>	
<p><b>4. Slotted Spoon/Cook's Fork</b></p>	
<p><b>5. Tong</b></p>	
<p><b>6. Sharpening Steel</b></p>	
<p><b>7. Strainer</b></p>	
<p><b>8. Colander</b></p>	
<p><b>9. Mixing Bowls</b></p>	
<p><b>10. Sauce pans</b></p>	

<b>11. Measuring cups</b>	
<b>12. Pancake Turner</b>	
<b>13. Measuring Glass</b>	
<b>14. Measuring Spoons</b>	
<b>15. Skillet</b>	
<b>16. Sauté Pan</b>	
<b>17. Can Opener</b>	
<b>18. Kitchen Scissor</b>	
<b>19. Cutting Boards</b>	
<b>20. Rubber Spatula/Scraper</b>	

21. Pastry wheel	
22. Skimmer	
23. Wire Whip	
24. China Cup	
25. Sieve	
26. Food Mill	
27. Zester	
28. Box grater	
29. Pastry Bag and Tubes	

## 2.2. Cleanliness of equipment

The food safety plan should state that all equipment is clean after the last time that it was used.

Equally people must ensure that equipment is clean before use. This is a check in place to see if the food safety plan is actually working.

Any observance of utensils being found not to be cleaned must be reported to supervisor so checks can be made as to the reason why.

### Cleaning of knives:

- Always wash and wipe the knife dry before use
- Never leave knives in a sink with water
- Never put wooden-handled knives through a dishwasher
- Dry thoroughly with the blade pointing away from your hand
- Place clean knives in a wrap protector and/or toolbox.



**Figure 2.1: Knives safety and hygiene**

### Maintaining clean equipment

- Loosen food particles by soaking, scraping and pre-rinsing
- Wash equipment by using hot water with a cleaning agent (detergent), scrubbing or scouring and jet spraying
- Rinse with hot water to remove soil and detergent residue
- Sanitise by using a chemical sanitiser or immersing in boiling water. Dishwasher's final rinse cycle is above 80°C which eliminates all airborne bacteria
- Drying equipment can be achieved by using clean kitchen cloths, air drying and heat drying methods.



**Figure 2.8: cleaning equipment**

## 2.2. Use equipment safely and hygienically

Select and assemble equipment and utensils means that workers must be able to select or choose the correct piece of equipment to do the job that is required.

### 2.2.1. Use equipment safely

Accidents in kitchens are caused mainly by carelessness, lack of concentration or lack of equipment knowledge. A good working knowledge of equipment is crucial. Certain key steps must be followed. Check those equipment before use:

#### A. Electrical equipment

- Never put hands close to live electricity or the moving parts of the unit
- Switch equipment off after use
- Switch equipment off and remove power plugs prior to cleaning
- Do not use electrical equipment in wet areas
- Never place electrical items in water.

All electrical equipment should be clean and fully assembled when they were last used.

This is to ensure that all the parts have been cleaned and all the parts are there, and clean when it is re-assembled.

People should still check that the piece of equipment is clean before use because others may be lazy. Check every time.

#### B. power Checking equipment

Government legislation; whether Local, State or National; requires employers to maintain equipment safely at all times. This entails regular maintenance and cleaning by staff or contractors.

Periodic safety checks should be conducted by qualified service technicians who follow a standard procedure that is easily monitored by owners:

- Use a checklist for items
- Record the date of service
- Record faults found on equipment

Page 32 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------



- Indicate repairs/maintenance required
- Record date of repair and name of repairer
- Kitchen staff should report any unsafe or dangerous equipment immediately.
- The item should be clearly labelled and removed from the work area.

### C. Physically assemble equipment

Can the staff member assemble the required equipment safely to ensure efficient operation of that piece of equipment?

When purchasing equipment it is necessary to keep Instruction Manual on Correct Operation of machinery. Some people may tend to think this is not necessary so they can be filed in the wrong place and become lost.

It is good practice for managers to file copies of these manuals in office files until machinery is no longer used. All staff should have access to a copy of these manuals.

Modern communications allow for people to obtain copies of Operating Manuals from Manufacturers websites.

Students should look for Operating manuals for all equipment that are in their kitchens and store them on computer memory sticks.



**Figure 1.1: physical assembling equipment**

There is a need to use equipment in the kitchen according to manufacturer's instructions. There can be a need to:

Page 33 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

- Keep, read and follow any instructions that accompany the delivery of a new piece of equipment. If you can't find the instructions then ring the manufacturer or supplier to get a copy or check the net
- Get the manufacturer to come and show you how to use the item of equipment – ask then for some on-site training.

There is also a need when handling equipment and utensils to do so without causing damage:

- The user manual will provide advice on this but you should also be guided by the advice given from the supplier.
- It should also be remembered failing to follow manufacturer's instructions in relation to the use, cleaning and maintenance of equipment can void warranties or guarantees.

Finally, check out any individual store practices:

The place where you work may have some special ways of using equipment or may prohibit a certain piece of equipment being used in a particular way.

### 2.2.2. Use equipment hygienically

Good hygienic design of food processing equipment protects the product from contamination with substances harmful to consumer health and provides access for cleaning, maintenance and inspection. Factors reported to affect the hygiene level of food processing equipment, include hygienic design of the equipment, hygienic practices of personnel, cleaning and disinfection of the equipment, lubricants used in the equipment as well as lay-out of the processing, air-currents, type of food product and cleanliness of the processing environment.

Hygiene problems in equipment are caused when micro-organisms attach to the surfaces, survive on them and later become detached thus contaminating and reducing the quality of the product. This can be due to a poor hygienic design in cases where the machines cannot be cleaned properly.

Pathogenic microorganisms are the major safety concern for the food industry. The vast majority of outbreaks of food-related illness are due to microbial pathogens and their effective control depends on a thorough understanding of the growth conditions favoring particular organisms.

Page 34 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

<b>Self-Check -2</b>	<b>Written Test</b>
----------------------	---------------------

**Test-I Instruction: say true or false for the following questions. (Each has 1 point)**

1. A kitchen is a room or part of a room used for food preparation and cooking.
2. Large equipment's are **not** include cooking ranges, electric ovens, microwave ovens, steamers, boiling pan, deep fat-fryers, sinks, and tables.
3. Cutlery is tools for cutting and eating food such as knives, forks, and spoons.
4. All ways leave knives in a sink.
5. Select and assemble equipment and utensils means that workers must be able to select or choose the correct piece of equipment to do the job that is required.
6. Good hygienic design of food processing equipment protects the product from contamination with substances harmful.

**Test-II Multiple choice**

**Instruction: Select the correct answer for the given choice. (3points)**

1. Which of the following method is used for safety of electrical equipments?
  - A. Never put hands close to live electricity or the moving parts of the unit
  - B. Switch off equipment after use
  - C. Switch off equipment and remove power plugs prior to cleaning
  - D. Do not use electrical equipment in wet areas
  - E. All of the above
2. Which of the following method should be conducted to checks for periodic safety?
  - A. Use a checklist for items
  - B. Record the date of service
  - C. Record faults found on equipment
  - D. Indicate repairs/maintenance required
  - E. All of the above

**Test III: Instruction: Give short answer for the following questions listed below. (4point)**

1. Explain how to use equipment safely
2. List down all utensils and small equipments in the kitchen
3. Write down all mechanical equipment in the kitchen

### Unit Three: Prepare Portion and Ingredients

This learning guide is developed to provide you the necessary information regarding the following content coverage and topics:

- Ingredients portion
- Salad ingredients
- Minimize waste

This guide will also assist you to attain the learning outcomes stated in the cover page. Specifically, upon completion of this learning guide, you will be able to:

- Identify ingredients portion
- Select salad ingredients
- Apply ways of minimizing waste

### 3.1. Ingredient Portion

A portion is how much food you choose to eat at one time, whether in a restaurant, from a package, or at home.

Portion size is the amount of a food you choose to eat — which may be more or less than a serving.

For example, the Nutrition Facts label may indicate ½ cup cereal for one serving but if you eat ¾ cup, that is your portion size.

#### Estimating ingredients portion sizes

Measuring cups and spoons are great tools for making sure your portion is the same as the serving size, however, these tools aren't always available when you're getting ready to eat. Another way to estimate your portion is by comparing it to something else.

A baseball or an average-sized fist

- Measures about 1 cup
- An appropriate portion size for raw or cooked vegetables, whole fruit or 100% fruit juice

A tennis ball or small, scooped handful

- Measures about ½ cup
- Equal to 1-ounce equivalent for grains, such as pasta, rice and oatmeal

A deck of cards or the palm of the hand

- Measures about 3 ounce-equivalents
- An appropriate portion size for fish, chicken, beef and other meats

The size of the thumb

- Measures about 1 tablespoon
- An appropriate portion size for peanut butter or other nut spreads such as almond butter

A postage stamp or the tip of the pointer finger to the first joint

- Measures about 1 teaspoon
- An appropriate portion size for oils or other fats

Measure foods regularly to get an idea of what the serving sizes look like. It becomes easier to pick the appropriate amount as you grow more accustomed to it.

While serving sizes are a valuable tool, it's important to listen to your body while eating. If you are still hungry after eating one serving, that likely means you need more food.

Portion Control is an approach followed globally to reduce food wastage. This approach defines the quantity to be utilized in preparing a dish and then serving it. Also, it means maintaining consistency in the taste, quality, and amount of food, which eventually results in customer satisfaction.

### **Reduce food wastage with this ultimate portion control.**

The first and foremost step which you need to take while planning for reducing food wastage through portion sizes – focus on purchasing the right type of ingredients. Much of the food waste woes can be solved if you buy raw materials in the correct quantity.

### **3.2. Salads ingredients**

Salad originated from the Latin word “sal,” which means salt. Way back in the days of Caesar, Romans ate greens sprinkled with salt. Salt was their only dressing then. Hence, from the word “sal” came salad.

There are many types of ingredients of salads. Those are listed below:

- **Vegetables** – examples of vegetables used in salads are beets, cauliflower, broccoli, carrots, cucumber, bell pepper, tomatoes, olives, and onions.



**Figure 2.1: vegetables**

- **Salad Greens** – iceberg lettuce or romaine lettuce are usually used in salads.



Figure2.2: green salads

- **Fruits** – apples, grapes, pineapple, papaya, mangoes, and cherries.



**Figure 2.3: Fruit**

- **Meat** – sliced ham or shredded chicken.



Figure 2: meat

- **Beans** – black beans, chick peas, kidney beans or black eyed peas.

- **Seeds/ nuts** – sesame seeds, walnuts, peanut, and almonds
- **Cheese** – parmesan cheese, mozzarella cheese, etc.
- **Herbs** – parsley, basil, oregano, rosemary, etc.
- **Farinaceous** – pasta, lentils, beans, couscous, etc



Figure 2. Farinaceous

- **Dressing/flavoring** – olive oil, lemon juice, balsamic vinegar, and mayonnaise based dressing.
- **Other toppings** – boiled eggs, chopped fresh herbs, or croutons.

### 3.3 Minimize waste

Waste Minimization is a waste management approach that focuses on reducing the amount and toxicity of hazardous waste generated. In addition to hazardous wastes regulated under The Resource Conservation and Recovery encourages the minimization of all wastes. Waste minimization techniques focus on preventing waste from ever being created, otherwise known as



source reduction, and recycling. These techniques can be practiced at several stages in most waste generating processes, but require careful planning, creative problem solving, changes in attitude, sometimes capital investment, genuine commitment.

There are many ways to help minimize your daily waste that can help you save time and money later, all while making the Earth a better place. By incorporating these ten simple steps into your everyday routine, you can make a big difference!

- Reusable bags and containers. Bring them with you when you shop, travel, and when packaging food. We recommend using bags made from recyclable material and glassware for food storage.
- Reuse water bottles, coffee mugs, and plates too! Skip the plastic or paper and get yourself some reusable and refillable kitchenware.
- Skip on individually wrapped items, specifically food in snack packs or single-serving containers.
- Start composting in the kitchen and yard. Food scraps and yard debris can be composted into fertilizer, helping the soil too!
- Pay your bills online. Going paperless with your bank and other bills helps saves trees! On average, Americans receive about 30 pounds of junk mail each year. Taking a few minutes to “unsubscribe” to this excess mail can help reduce paper usage.
- Go paperless in the kitchen too. Forget paper towels and start using reusable wash cloths and napkins.
- Recycle more. Fill up a notebook before starting a clean one. Make shopping list on your recycled paper or old envelopes and print on both sides of the paper.
- Buy in bulk. This helps to reduce packaging waste and can save you money, too!
- Repurpose old things like using old tee shirts as cleaning rags or food containers as storage containers for other things like office supplies.
- Donate your old goods. Old clothing, furniture, books, and really anything can be donated! It’s better than throwing it away and can help someone in need!

Page 41 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

For more ways on how to reduce waste check out more how-to guides on reducing, reusing, and recycling.

Waste management deals with all types of waste, there are 5 types of waste: -

- Liquid Waste
- Solid Rubbish
- Organic Waste
- Recyclable Rubbish
- Hazardous Waste

<b>Self-Check -3</b>	<b>Written Test</b>
----------------------	---------------------

**Test-I Instruction: say true or false for the following questions. (3points)**

1. Portion size is the amount of a food you choose to eat which may be more or less than a serving
2. Waste Minimization is a waste management approach that focuses on reducing the amount and toxicity of hazardous waste generated.
3. Salad originated from the Latin word “sal,” which means salt.
4. Portion Control is an approach followed globally to reduce food wastage.

**Test-II Multiple choice**

**Instruction: Select the correct answer for the given choice. (3points)**

Page 42 of 75	Author/Copyright : Ministry of Labor and Skills	Specialize food and beverage service Level - II	Version -II November, 2022
---------------	--	--	-------------------------------

1. \_\_\_\_\_ is how much food you choose to eat at one time, whether in a restaurant, from a package, or at home.  
A. Nutrition      B. portion      C. food      D. all
2. Which of the following are beets, cauliflower, broccoli, carrots, cucumber, bell pepper, tomatoes, olives, and onions?  
A. Fruit      C. Beans  
B. Vegetable      D. Seeds
3. Which of the following are not types of waste?  
A. Liquid Waste      C. Organic Waste  
B. Solid Rubbish      D. Vegetables

**Test III: Instruction: Give short answer for the following questions listed below. (4point)**

1. Explain how to management waste
2. Describe ways of measuring ingredients portion

## **Unit Four: Prepare Appetisers and Salads**

This learning guide is developed to provide you the necessary information regarding the following content coverage and topics:

- Preparation methods salad and appetizer
- Sauces and dressings
- Food quality adjustments

This guide will also assist you to attain the learning outcomes stated in the cover page. Specifically, upon completion of this learning guide, you will be able to:

- Perform preparation methods salad and appetizer
- Prepare sauces and dressings
- Follow ways of food quality adjustments

## 4.1. Preparation methods salad and appetizer

### 4.1.1. Preparation methods salad

Salads are mixtures of minimally processed ready-to-eat vegetables with or without dressing. Other common ingredients are fruits, poultry, meat, seafood, egg, pasta, herbs, nuts or cooked vegetables. Salads are usually served cold. As the ingredients are not cooked and the preparation requires a lot of handling, the risk will be largely increased if the salads are not handled properly. To ensure the safety of salads, food handlers should be alert to the possible food safety problems and take appropriate measures in the production.

**Before you prepare salad you have to know and understand the culinary terms on Salads:**

- **Salad** is a term used for a dish made of salad plants or greens, alone or in combinations with other food, plus a dressing.
- **Salad dressing** is usually an emulsion. It contains acid, usually vinegar or lemon juice, fat, seasonings and sometimes other ingredients.
- **Emulsion** is a mixture of two immiscible liquids which are being suspended in the other.

**The five main types of salad are:**

- a. The two types of green salad are **tossed** and **composed** (or mixed). Prepare all ingredients individually for either salad.
- b. Prepare the **bound salad** from cooked primary ingredients such as meat, poultry, fish, egg, or starch such as potato, pasta, or rice.
- c. Prepare a **vegetable salad** from cooked and/or raw vegetables.
- d. Prepare a **fruit salad** from fruit using a slightly sweet or sweet/sour dressing to enhance the flavor.
- e. A **combination salad** incorporates a combination of any of the four salad types.

### Classification of salads according to use:

- a. **As Appetizer:** Ideally, an appetizer salad is light. It must whet rather than satisfy the appetite. A light tossed salad of greens with French dressing is recommended.
- b. **As accompaniment to the Main Dish:** Salads are most often served as accessory to the main dish or entrée. A main dish which is relatively light would need a hearty accompanying salad while a heavy dinner is usually complemented with a light salad
- c. **As Main Dish:** Sometimes a salad is used as a main dish. Salads used for this purpose are usually heavy. A potato salad with chicken is an example of this kind of salad.
- d. **As Dessert:** Fruit salads or fruit gelatins are usually a favorite dessert especially in parties or dinners.

### Part of salads

A salad contains four basic parts. Each part is extremely important in salad preparation. If a part is not properly done or omitted, success in preparing salad is not attained. These parts are:

- a. **Base** – green vegetable (leaf lettuce) use to aloud bareness to give good eye appeal
- b. **Body** – the main part of salads use to give more attention represents the main part
- c. **Dressing or sauces** – is served with all types of salads, adds flavor to give food value and facilitates food digestions
- d. **Garnish** – it could be edible or refuse. It is use to give good eye appeal. Different color or contrast (single or not over decorated) salads may be served as an accompaniment to hot and cold or cold foods, as dishes in their own weight. They may be served for lunch, tea, dinner, supper and snack meals.

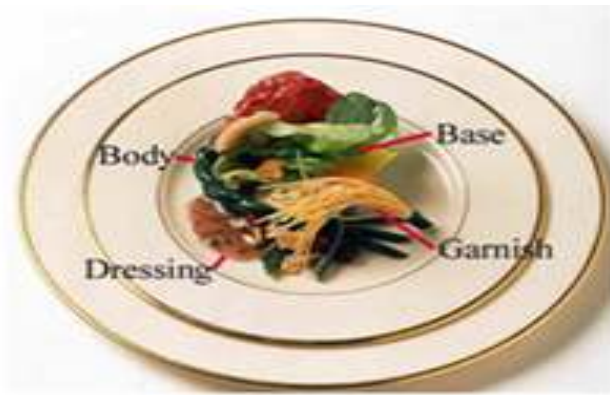


Figure: 1.1 Salad parts

### Garnishing a Salad

Salad presentation is an art of modifying, processing, arranging, and garnishing it to enhance its aesthetic appeal. The following factors are considered in preparing and presenting salad.

- **Balance** – there must be balance in arranging the ingredients according to color, cuts or shapes, textures and flavors to enhance the appearance of salad and appealing to one’s taste.
- **Harmony** – adds ingredients that will harmonize or go with the salad. Chopped herbs, thinly sliced vegetables, shredded carrots, sprinkles of spices maybe mixed with drizzled sauces or dots of flavor oils. There should be unity of the ingredients and dressing.
- **Height** – heavy dressing or topping makes salad weighed down and not appealing. Fresh and crisp greens add height and help create visual appeal.
- **Color** – salad ingredients of different colors add to eye appeal. Create colorful tossed green salads by adding shredded carrots or beets or red cabbage.
- **Texture** – meat or fish has a texture which is contrast with the texture of fresh vegetables and thru a combination of both is very pleasing and appealing.

#### 4.1.2. Preparation of Appetizers

Appetizers are finger foods usually served before a meal, or in between mealtimes, and are also called hors d'oeuvres, antipasti, or starters, and may range from the very simple to the very complex, depending on the occasion and the time devoted to making them. They're a common accompaniment to aperitifs, cocktails served before a meal.

**Appetizers classified in different ways during preparation. Those are:**

##### A. Cocktails

Consist of several bite-sized pieces of fish, shellfish, drinks and fruits served with tangy flavored sauce. They must be fresh in appearance and arranged attractively to have an eye appeal. Various cocktails are- Juices of orange, pineapple, grapefruit or tomato served with cold salad dressings.

##### B. Hors d' oeuvres

Hors d' oeuvres are small portions of highly seasoned foods formerly used to precede a meal served either hot or cold. Simplicity should be the main criteria for making the hors d oeuvres. Although most hors d oeuvres are served cold, there are also hot ones.

##### C. Canapé

Canapé is a bite-sized or two bite-sized finger foods consisting of three parts: a base, a spread or topping and garnish or garniture. They could be served hot or cold. The items should be dainty, petite, fresh, having an eye appeal and color contrasts. There are no set recipes for making canapés. Individuals or a combination of several different colored items are used on the small fancifully cut pieces of bread, toasted or fried, biscuits, etc. The larger canapés are termed as.

##### D. Relishes/Crudite

**Relishes/Crudité** is pickled items and raw, crisp vegetables such as julienned carrots or celery sticks. Relishes are generally placed before the guest in a slightly, deep, boat shape dish.

##### E. Salads

Petite Salads- they are of small portions and they are usually displaying the characteristics found in the most salad. Salads are of two types:-

Page 48 of 75	Ministry of Labor and Skills Author/Copyright	Prepare and Present Basic Dishes Level I	Version -1 November, 2022
---------------	--	---	------------------------------



### Plain salads:

- Cucumber salad
- Tomato salad
- Beetroot salad

### Compound Salad:

**Salad Russe:** Dices of mixed vegetables in mayonnaise.

**Salad Waldref:** Dices of apple, celery, and walnut, bounded with mayonnaise.

**Caesar Salad:** Lettuce with vinaigrette dressing along with garlic, croutons, and grated parmesan cheese.

### F. Soup & Consommé

Soup & Consommé include in the appetizer category because they are served in this course more than ever before.

### G. Chips & Dips

Savory dips are popular accompaniments to potato chips, crackers, and raw vegetables. proper consistency is important for many dips you prepare. it must not be so thick that it cannot be scooped up without breaking the chip or crackers, but it must be thick enough to stick to the items used as dippers.

## 4.2. Sauce and dressing

### 4.2.1. Sauce

Sauce is a thickened liquid that is flavored or seasoned to enhance the flavor of the food that it is to accompany. The sauce can be sweet, sour, spicy, or savory and may be added to the food to become part of a main dish or used as an accompaniment to the food being prepared. Sauces add a variety of features to foods, such as complimenting or enhancing flavors, succulence, attractive appearance, and additional texture.

### Importance of Sauces

- A sauce enhances flavour.
- Sauce like white sauce adds creaminess to firm and food thus giving moistness the food.
- Sauces like mint sauce, apple sauce with roast pork help in digestion.
- Sauces add color to the food.
- Sauce served as an accompaniment, sometimes gives a contrast taste to another food.
- Sauce enhances the nutritional value of the dish.

- Sauce gives tartness and contrasts or balances a food.
- Sauce makes food more palatable.

### **Mother Sauces**

Mother sauces are also called *Grand Sauces*. These are the five most basic sauces that every cook should master. Antonin Careme, founding father of French "grande cuisine," came up with the methodology in the early 1800's by which hundreds of sauces would be categorized under five Mother Sauces, and there are infinite possibilities for variations, since the sauces are all based on a few basic formulas. The five Mother Sauces are:

- **Béchamel** - sauces that are made with milk and pale roux. Common sauces in this group include Crème, Mornay and Soubise.
- **Brown (demi-glace) or Espagnole** - sauces that are brown stock-based, such as brown sauces. Common sauces in this group include bordelaise, chasseur, chateaubriand, diable, diane, estragon, lyonnaise, *madère*, madeira, and zingara.
- **Velouté** - sauces that are made with white stock and roux. Common sauces in this group include allemande, ravigote, *suprême*, and white bordelaise.
- **Red or Tomato Sauces** - tomato based sauces. Common sauces in this category include spaghetti sauce, marinara and a wide variety of tomato sauces.
- **Emulsions** - sauces that are emulsified such as *hollandaise* or *mayonnaise*.

### **4.2.2. Dressings**

Dressings are prepared liquids (sometimes thickened) that make a salad more appetizing in appearance and flavor.

#### **Features of Salad Dressings:**

- Dressing heightens the flavor of the salad making it palatable and improves the appearance and hence, it is a very important part of the salad.
- Dressing is usually in a liquid or semi-liquid form.
- The dressing is made keeping in mind the ingredients used in the salad. The dressing improves the food value of the salad.
- The dressing should complement the ingredients being used.

Page 50 of 75	Ministry of Labor and Skills Author/Copyright	Prepare and Present Basic Dishes Level I	Version -1 November, 2022
---------------	--	---	------------------------------

## Types of Salad Dressing

**Dressings can be classified as follows:**

### a. Oil-Based Dressings

These dressings are temporary emulsions consisting olive oil and vinegar, commonly called vinaigrette. The oil and vinegar emulsion is the most common of all dressings used in salads. It is important to whisk the dressing so as to prevent the emulsion from separating. It is very important to use a good quality of olive oil and vinegar, in order to get good vinaigrette. The dressing can be made in bulk and kept for later use.

### b. Fresh Cream-Based Dressings

These kinds of dressings are prepared using fresh cream, which is whipped to a coating consistency. The cream is used to moisten the salad and add to the food value. Cream- based dressings have to be stored under refrigeration and have a very short shelf life; hence, it should be made on a daily basis. Acidulated cream is commonly used in salad dressings, which consists of three parts of thin cream and one part of lemon juice or vinegar, salt, and pepper.

### c. Mayonnaise-Based Dressings

Mayonnaise is one of the most popular salad dressings used. It is highly versatile and goes well with fruit, fish, and vegetable-based salads. It should always be stored under refrigerated conditions and should be made in small quantities.

### d. Natural Yoghurt Dressings

People are very conscious of their health these days and hence, yoghurt-based dressings are very common on the menus today. Sometimes yoghurt is used as it is and often it is used to lighten and modify mayonnaise or cream-based dressings. It provides a much lighter product with a piquant taste that is so desirable in salads.

## 4.3. Food quality adjustment

In countries where food is abundant, people choose foods based on a number of factors which can in sum be thought of as “quality.” Quality has been defined as degree of excellence and includes

Page 51 of 75	Ministry of Labor and Skills Author/Copyright	Prepare and Present Basic Dishes Level I	Version -1 November, 2022
---------------	--	---	------------------------------

such things as taste, appearance, and nutritional content. We might also say that quality is the composite of characteristics that have significance and make for acceptability. Acceptability, however, can be highly subjective.

When we select foods and when we eat, we use all of our physical senses, including sight, touch, smell, taste, and even hearing. The snap of a potato chip, the crackle of a breakfast cereal, and crunch of celery are textural characteristics, but we also hear them.

Food quality detectable by our senses can be divided into three main categories:

- a) Appearance factors
- b) Textural factors
- c) Flavor factors.

**a) Appearance factors** include such things as size, shape, wholeness, different form of damage, gloss, transparency, color, and consistency. For example, apple juice is sold both as cloudy and clear juice. Each has a different appearance and is often thought of as a somewhat different product.

**b) Textural factors** include hand feel and mouth feel of firmness, softness, juiciness, chewiness, grittiness. The texture of a food is often a major determinant of how little or well we like a food. For example, many people do not like cooked liver because of its texture.

**c) Flavor factors** include both sensations perceived by the tongue which include sweet, salty, sour, and bitter, and aromas perceived by the nose. The former is often referred to as “flavors” and the latter “aromas,” although these terms are often used interchangeably. Flavor and aroma are often subjective, difficult to measure accurately, and difficult to get a group of people to agree.

Food needs to be plated and presented neatly and attractively, without drips or spills, to the establishment requirements for the specified plate/dish, taking into consideration visual appeal, color and contrast, temperature of food and service equipment, and classical and innovative arrangement styles.

When adjusting/displaying food it is important to consider:

- Visual appeal
- Color and contrast
- Classical and innovative food presentation style
- Presentation of service

**Self-check 4**

**Written Test**

**Test-I Matching**

**Instruction: select the correct answer from the column “B”. You have given 1 Minute for each question. Each question carries 2 Point.**

”A”

“B”

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. Salad dressing</li> <li>2. Classification of salad</li> <li>3. base, body, dressing and garnishes</li> <li>4. Salad ingredients</li> </ol> | <ol style="list-style-type: none"> <li>a. fruit</li> <li>b. mayonnaise base</li> <li>c. as main dishes</li> <li>d Parts of salad.</li> </ol> |
|--|--|

**Test II: Fill in the blanks space.**

1. \_\_\_\_\_ is usually an emulsion. It contains acid, usually vinegar or lemon juice, fat, seasonings and sometimes other ingredients.
2. \_\_\_\_\_ is a bite-sized or two bite-sized finger foods consisting of three parts: a base, a spread or topping and garnish or garniture.
3. \_\_\_\_\_ is the main part of salads use to give more attention represents the main part.

**Test III: Short Answer writing**

**Instruction: write short answer for the given question. (5 Points)**

1. Write down all Part of salads
2. Write down the factors of garnishing salads during preparing and presenting
3. List all the most common garnishes.
4. Write salad ingredients.

## Operation Sheet # 1.

## Mixed salad

Purpose: To prepare and present mixed salad

Tools, Materials and Equipment: knife, mixing bowl, chopping board, spoon,

Ingredients of mixed salad

- Lettuce
- Carrot
- Green pepper
- Tomato
- Potato
- Onion
- Salt
- Pepper
- Olive Oil

Procedures:

Procedures:

Step 1 prepare mise-en place

Step 2 select and washes ingredients

Step 3 cut at the same size

Step 4 In small bowl; mix together oil, lemon juice, salt, black pepper and dried oregano.

Step 5 In a large bowl; combine all ingredients. Add dressing and chill in the refrigerator.

## Operation Sheet # 2

## Greek salad

Purpose: To prepare and present **Greek salad**

Tools, Materials and Equipment: knife, mixing bowl, chopping board, spoon,

### Ingredients

- ¾ cup feta cheese
- Lemon juice
- Dried oregano
- 4 Tomato
- 1 cucumber
- 2tbsp. red wine vinegar
- Onion
- Salt
- Black Pepper
- 3tsp.Olive Oil
- Fresh parsley

### Procedures:

Step 1 prepare mise-en place

Step 2 select and washes ingredients

Step 3 cut at the same size

Step 4 In small bowl; mix together oil, lemon juice, salt, black pepper and dried oregano.

Step 5 In a large bowl; combine all ingredients. Add dressing and chill in the refrigerator.

## Operation Sheet # 3

## Potato salad

Purpose: To prepare and present potato **salad**

Tools, Materials and Equipment: knife, mixing bowl, chopping board, spoon,

### Ingredients

- 3 medium potato
- 3tbsp. white vinegar
- 2 celery diced
- 2 green onion diced
- 2 hard-boiled eggs peeled if needed
- ½ cup mayonnaise
- ½ tsp. yellow mustard
- Pinches of Salt and pepper
- celery seed

Step 1 Add the potatoes to a large pot of cold water and bring to a boil. Reduce the heat to a lightly rolling boil over medium heat and add 1 teaspoon of kosher salt.

Step 2 Cook for 20-25 minutes or until the potatoes is easily pierced with a fork or paring knife. Drain and set aside until cool enough to handle.

Step 3 Peel the skins from the potatoes and cut into 1/2" to 3/4" square pieces. Transfer the warm potatoes to a large mixing bowl and sprinkle with the white vinegar. Toss the potatoes with the vinegar and set the potatoes aside to cool, about 15-20 minutes.

Step 4 Add the celery and the green onions to the potato mixture. Chop 4 of the hard boiled eggs and add to the potato mixture.

Step 5 In a medium bowl, mix the Miracle Whip or mayonnaise, yellow mustard, celery seed and salt and pepper. Fold into the potato mixture and season with more salt and pepper to taste. Slice the last egg into thin slices and place the slices on top of the salad. Sprinkle with paprika if desired. Chill for at least 1 hour or overnight before serving.



## Operation Sheet # 4

## Prepare Vinaigrette dressing

Purpose: To prepare Vinaigrette dressing

Tools, Materials and Equipment: knife, mixing bowl, chopping board, spoon,

### Ingredients

- 30ml white wine vinegar
- 30ml water
- 1 tablespoon of French mustard
- 200ml vegetable oil
- Salt and pepper

Step 1: prepare mise-en-place

Step 2: Whisk in a bowl the vinegar, water, mustard and salt and pepper with a blender running

Step 3: add the oil and process until well blended.

Step 4: Season to taste with salt and pepper. This vinaigrette dressing fits every salad.

<b>LAP Test</b>	<b>Practical Demonstration</b>
-----------------	--------------------------------

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Time started: \_\_\_\_\_

Time finished: \_\_\_\_\_

**Instruction I:** Given necessary templates, tools and materials you are required to perform the following tasks within 2:00 hours.

**Task 1:** mixed salad

**Task 2:** Greek salad

**Task 3:** potato salad

**Task 4** Vinaigrette dressing

Page 57 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

## Unit Five: Present Appetisers and Salads

This learning guide is developed to provide you the necessary information regarding the following content coverage and topics:

- Present dishes on appropriate service ware
- Add dips, sauces and garnishes.
- Environmental conditions of dishes
- Clean and dispose store surplus and re-usable by products

This guide will also assist you to attain the learning outcomes stated in the cover page. Specifically, upon completion of this learning guide, you will be able to:

- Present dishes on appropriate service ware
- Identify add dips, sauces and garnishes.
- Identify environmental conditions of dishes
- Apply ways of cleaning and disposing store surplus and re-usable by products

Page 58 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

## 5.1. Present dishes on appropriate service ware

During present dish portion sizes are important for presentation as well as for costing.

### Match Portion Sizes and Plates

Select plates that are large enough to hold all the items without crowding. Too small a plate makes an overcrowded, jumbled, messy appearance. On the other hand, too large a plate may make the portions look skimpy. If a plate does not look sufficiently full, customers may feel they are not getting good value.

- **Balance the Portion Sizes of the Items on the Plate**

One item, generally a meat, poultry, or fish preparation, is usually considered the main item on the plate. It is the center of attention and is larger than the accompaniments. Don't let the main item get lost amid excessive garnish and huge portions of vegetable and starch items. Where there is no main item, as in some vegetable plates, strive for a logical balance of portions.

- **Arrangement on the Plate**

Until recent years, plated main courses followed a standard pattern: meat or fish item at the front of the plate (closest to the diner), vegetable and starch items at the rear. This arrangement is still the most commonly used because it is one of the simplest and most convenient. Nevertheless, many chefs are eager to display their creativity with imaginative plating presentations.

A style popular with today's chefs is to stack everything in one multilayered tower in the center of the plate. When used with restraint, this can make effective and impressive plating. Often, however, it is carried to extremes, and customers are faced with the job of carefully deconstructing a towering pile of food and rearranging the items on the plate so they can begin eating. Some chefs like this style so much that they use it for nearly everything on the menu. Perhaps it works best for small dishes, such as some appetizers and the small portions of a tasting menu. It is important to keep the convenience and comfort of the diner in mind when plating.

Today's plating styles are many and varied.

Page 59 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

The following descriptions are examples of popular plating styles, and they serve as starting points for countless variations..

- The classic arrangement: main item in front, vegetables, starch items, and garnish at the rear.
- The main item alone in the center of the plate, sometimes with a sauce or simple garnish.
- The main item in the center, with vegetables distributed randomly around it, sometimes with a sauce underneath.
- The main item in the center, with neat piles of vegetables carefully arranged around it in a pattern.
- A starch or vegetable item heaped in the center; the main item sliced and leaning up against it; additional vegetables, garnish, and/or sauce on the plate around the center items.
- Main item, vegetable and starch accompaniments, and other garnish stacked neatly one atop the other in the center of the plate. Sauces or additional garnish may be placed around the outside. Vegetable in center of plate, sometimes with sauce; main item (in slices, medallions, small pieces, etc.) arranged around it toward the outside of the plate.
- Slices of the main item shingled on a bed of vegetables or a purée of vegetables or starch, with, perhaps, additional garnish to one side or around.
- Asymmetrical or random-looking arrangements that don't seem to follow any pattern.

These often create the impression that the food was rushed to the dining room the instant it was cooked, without thought to the design. Of course, to be effective, these arrangements must be carefully thought out in advance.

The following guidelines will help you plate attractive, appealing food, no matter what plating style you are using.

### **1. Keep food off the rim of the plate.**

This guideline means, in part, selecting a plate large enough to hold the food without it hanging off the edge. In general, the rim should be thought of as the frame for the food presentation.

Page 60 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

Some chefs like to decorate this frame with a sprinkling of spice or chopped herbs or dots of a sauce. When tastefully done, this can enhance the appeal of the plate but, if overdone, it can make the plate look unattractive. Some restaurants got into the habit of throwing some badly chopped parsley over every plate that left the kitchen. Over the years, this practice has been so carelessly done and— worse—so many customers have soiled their sleeves on sauced rims, that decorating the rim is falling out of fashion.

## **2. Arrange the items for the convenience of the customer.**

Put the best side of the meat forward. The customer should not have to turn the item around to start on it. The bony or fatty edge of the steak, the back side of the half-duckling, the boniest parts of the chicken pieces, and so on, should face away from the customer. Often the most imaginative plating are the most inconvenient. Tall, precarious towers of food are difficult to eat, and the customer may have to rearrange the food before eating.

## **3. Keep space**

Keep space between items, unless, of course, they are stacked on one another. Don't pile everything together in a jumbled heap. Each item should have its own identity. This is, of course, related also to selecting the right plate size. Even when items are stacked, this should be done neatly so that each item is identifiable.

## **4. Maintain unity.**

Basically, there is unity when the plate looks like one meal that happens to be made up of several items rather than like several unrelated items that just happen to be on the same plate. Create a center of attention and relate everything to it. The meat is generally the center of attention and is often placed front and center. Other items are placed around and behind it so as to balance it and keep the customer's eyes centered rather than pulled off the edge of the plate. Visual balance is similar to the balance of flavors discussed. In that discussion, we introduced the concept of primary flavors and supporting flavors. The primary flavors, you recall, are those of the main ingredients, and the supporting or secondary flavors are those of additional ingredients that are selected to enhance, harmonize

Page 61 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

with, or contrast with the primary flavors. Visual design works in a similar way. The main item on the plate is the primary design element. Other items, including side dishes and garnishes, are supporting design elements. Each item should enhance, harmonize with, or contrast with the main element and each other in a pleasing way.

**5. Make every component count. Garnishes are not added just for color.**

Sometimes they are needed to balance a plate by providing an additional element. Two items on a plate often look unbalanced, but adding a simple sprig of parsley completes the picture.

On the other hand, don't add unnecessary elements, especially unnecessary inedible garnishes. In many or even most cases, the food is attractive and colorful without garnish, and adding it clutters the plate and increases your food cost as well. In any case, it is usually best to add nothing to the plate that is not intended to be eaten. Before you place the parsley alongside the fish fillet or plant a bushy sprig of rosemary in the mashed potatoes, first consider if the plate needs an extra item. If it does, then consider whether or not it wouldn't be better to add something edible to enhance the other foods with its taste and texture as well as its appearance.

**6. When using a sauce or gravy, add it attractively.**

Sauces are essential parts of many dishes, but sometimes ladling sauce all over an item hides colors and shapes. If the item is attractive by itself, let the customer see it. Ladle the sauce around or under it, or possibly covering only part of it, as with a band of sauce across the center. Always think of the sauce as part of the overall design of the plate.

**7. Keep it simple.**

As you have heard before, simplicity is more attractive than overworked, contrived arrangements and complicated designs. Unusual patterns are occasionally effective, but avoid making the food look too cute or too elaborate. One of the simplest plating styles can also be one of the most attractive if it is carefully done—that is, placing only the meat or fish item and its sauce, if any, in the center of the plate, and serving vegetable accompaniments in separate dishes. This method is often used in restaurants to simplify service in the kitchen. However, it is usually best to use this method for only some of the menu items

Page 62 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

One of the main factors that play utmost importance in food presentation is the plate size. Using a plate that is too large will make the quality of your food feel scarce and not enough where as a small plate will make the food look cluttered and messy. Food needs to be plated and presented neatly and attractively, without drips or spills, to the establishment requirements for the specified plate/dish, taking into consideration visual appeal, color and contrast, temperature of food and service equipment, and classical and innovative arrangement styles.



**Figure 5.1: Placement of food**

Criteria to be considered for the presentation of foods include:

- A. Plate and portion size
- B. Temperature of the plate appropriate for the temperature of the food
- C. Placement of food
- D. Avoiding grease marks, spill and drips
- E. Removing grease marks, spill and drips
- F. Use of appropriate sauces and garnishes

Food to be displayed in public areas needs to be presented at the correct temperature, in an attractive manner, without drips or spills and giving attention to colour. Buffets are a common type of food service display. Food is prepared and elaborately presented on platters on a table for the customers to select and serve their own food. Bains-marie filled with hot water or ice are used to keep food hot or cold.

Page 63 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

There is a range of equipment and utensils used when serving food. Some common items include; crockery – in a range of sizes, shapes and colours chosen to complement the food that is being served, platters, food and beverage trays, chafing and bains-marie dishes, cake stands and glasses. Utensils such as tongs, forks, spoons, ladles and cake servers are commonly used to serve food. In silver service, a fork and spoon are used together to serve food such as bread rolls and vegetables to customers.

## 5.2. Dips, sauces and garnishes

### 5.2.1. Dips

A dip is a flavorful mixture that accompanies certain foods.

- Like salad dressings, dips should complement or enhance a food’s flavor. Dips can be served hot or cold.
- A dip must have the proper consistency. A dip should be soft enough to scoop up with a cracker, chip, or vegetable, but thick enough to stay on it. Dips often thicken if they are held in the refrigerator.
- Ethnic variations of special salads and accompaniments are very popular as dips:
  - **Guacamole:** Avocado dip (Aztec origin).
  - **Salsa:** Peppers, such as jalapeño or Serrano, onions, and tomatoes (Mexico).
  - **Hummus:** Chick pea with garlic and tahini (Middle East).



**Figure 4.3: Dips**

Page 64 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------



### 5.2.2. Sauces

Sauces (and garnishes) are used to add the final touch to menu items and to complement the food they are served with. A sauce is a liquid seasoning used to enhance the flavour, appearance and quality of sweet and savory dishes. Sauces provide moisture, mouth feel, flavour, richness, colour/ shine, interest and visual appeal to a food. Entrees, soups, main courses, and desserts all utilize sauces and garnishes to improve the overall presentation and taste of the dish.

The type of food dish and menu item will determine what sauce and/or garnish is used. When a garnish is applied to a sweet dish, such as a dessert, it is referred to as a 'decoration'. The consistency of a sauce will depend on how it is to be used. The two types of sauce consistency are pouring and coating.

Pouring sauces should be the same consistency as single cream. The sauce should thinly coat the back of a spoon and freely run off, e.g. jus lié, jus rôti and demi-glace. Coating consistency is thicker than pouring. It is similar to thickened cream and should thickly coat the back of a spoon, e.g., velouté, hollandaise, béchamel and béarnaise.

#### **Sauces used in the presentation of food should have the following characteristics:**

- A smooth texture that is free from lumps
- A flavor and consistency that compliments the food it is served with
- Appear fresh and without a skin(which indicate that the sauce has been held for a period of time before service)
- Be served at correct temperature:
  - Hot sauces should be above 85°C
  - Warm emulsion sauces between 30°C and 37°C and
  - Cold emulsion sauces between 1°C and 4°C.

If a sauce is not served at the correct temperature it may separate. Sauces can be presented as part of the cooking liquid, coating a food or as an accompaniment. If the sauce is to be served on a plate, it may be served under the food or partially masking it.

Page 65 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

In silver service, the sauce is always served separate from the food to allow the customer to appreciate the food before it is covered in sauce. Sauces should never be served on crumbed or battered food as the crumb coating or batter will become soggy.

Sauces that are to be served as an accompaniment to a meal can be presented in a glass bowl or sauce boat. Glass bowls or similar type of dishes, in varying sizes is commonly used for thicker sauces and when the sauce is used for dipping food items into. Examples include; tartar, sweet chill, sweet and sour, plum and seafood sauces.

Sauce boats are commonly used to present thinner sauces that the customer can pour onto their food themselves, for example red wine sauce and gravy.

### 5.2.3. Garnishes

A garnish is a small item of food placed on a food dish prior to serving to enhance its appearance. Some common garnishes include: Effective garnishes are small, simple, edible, attractive and appropriate to the overall dish. They are made from good quality ingredients that are free from blemishes and full of natural colour. Characteristics of garnishes include; When preparing garnishes, the following principles should be followed: size– generally garnishes are small and simple so as not to overcrowd the plate and detract from the food. With the exception of buffets, garnishes are made for individual dishes height – garnishes can be used to add height to a dish, thus creating interest and improving the appearance

**The most common garnish used for salads is parsley.**

- Suitable garnishes for vegetable salads are:
- Parsley – sprigs or chopped
- Lemon – slices, wedges or fancy cuts
- Hard boiled eggs – sliced, crumbled, fancy cut
- Tomato – slices, wedges, rosettes
- Celery – slices, curls
- Cucumbers – peeled, scored then sliced



**Figure 3.1: common garnishes**

Page 66 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

### Suitable garnishes for fruit salads

- Cherries – fresh or glazed
- Strawberries – whole or sliced
- Nuts – chopped or slivered
- Mint leaves
- Whipped cream



- Fruit slices

**Fig. 3.2 Garnishes**

### 5.3. Environmental conditions of dishes

All food items have recommended storage procedures that look at temperature, shelf life and place of storage. Time and temperature are important when storing food because if food items that are held before service or stored at the incorrect temperatures; they could spoil causing your customers to suffer from food poisoning.

Incorrect storage of foods will also impact on food hygiene. Foods such as chicken, eggs, pork, dairy products and sauces are all high-risk foods that quickly spoil and can lead to cross-contamination of other foods if not stored properly.

Page 67 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

## Types of Storage:

### A. Dry storage

Dry storage is recommended for those products that are best kept at room temperature (10 – 20°C) and have a long shelf life. Examples of these products include:

- preserved or dry goods
- Canned, bottled, bagged or boxed items and cakes and biscuits.
- Ensure that dry stores are kept clean and free of garbage and food scraps.
- Ensure that all products are raised above floor level and stored on suitable shelving.
- The storage area should have adequate lighting and be well ventilated to allow air circulation for removal of odours. It is recommended that these areas not be subject to direct sunlight.
- Apply stock rotation techniques, using old stock first.
- Chemicals should not be kept in food storage areas.

### B. Refrigerated storage

Food items that are stored in refrigerated conditions generally have a short shelf life and are highly perishable. All food items should be kept between 0 – 5°C. Temperatures outside this range promote spoilage of food and high bacteria growth leading to possible food poisoning outbreaks.

Items that require refrigerated storage include uncooked food such as meat, seafood, dairy products, poultry, eggs and cooked or prepared foods. Also vegetables and some fruits should be refrigerated.

- Refrigerators should be cleaned and sanitised on a regular basis.
- Maintain correct temperature (use internal thermometer to crosscheck temperature).
- Ensure all products are raised above floor level on suitable shelving that allows air to circulate and cool all products.
- Prevent cross-contamination by providing item specific storage areas, e.g. dairy section, raw meat section, seafood section.
- 

Page 68 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

- Food should be cooled as rapidly as possible to prevent food spoilage before being refrigerated.
- Label and date all food items to aid in correct stock rotation.
- Always observe use-by dates.

### C. Freezer Storage

Highly perishable and short shelf life food products can be stored in a freezer to extend their shelf life.

Freezers should be maintained at a temperature of  $-18^{\circ}\text{C}$  or below. Food items such as meat, poultry, seafood and cooked or prepared foods can be frozen.

Items stored in paper, cardboard or tin should not be stored in a freezer, as defrosting will cause paper products to breakdown and become soggy and tins to corrode.

Freezers should be cleaned and sanitised on a regular basis.

Maintain correct temperature of freezers. Use thermometers to crosscheck operating temperature.

All food items should be adequately chilled prior to freezing.

All items should be completely covered or wrapped in cling wrap to prevent freezer burn.

Freezer burn is caused by moisture being drawn out of exposed or incorrectly wrapped items by sub-zero temperatures, resulting in food spoilage.

When meat and poultry products are defrosted or thawed, they should be covered and refrigerated and never re-frozen.

Food products should be thawed overnight in a refrigerator.

Meat, poultry and fish products should be handled as little as possible after defrosting/thawing.

Label and date all products to be frozen.

- Apply stock rotation techniques, using old stock first.

Page 69 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

## Points to remember when freezing food

Frozen meats will not keep indefinitely.

- Beef will keep 9 – 12 months at minus 18°C.
- Veal & Lamb will keep for 6 months at minus 18°C.
- Poultry will keep for 4 – 6 months at minus 18°C.
- Pork will keep for 4 months at minus 18°C.
- Thaw frozen meat carefully under refrigeration.
- Frozen poultry should be tightly wrapped in cling wrap and stored at minus 18°C.
- Frozen fish should be tightly and individually wrapped and stored at minus 18°C.
- Never freeze spoiling meat, poultry or seafood, rather consult your supervisor and dispose of item.

### 5.4. Clean and dispose store surplus and re-usable by-products

Food preparation accounts for the majority of food waste. Organic waste bins should be conveniently positioned for easy access at all stages of food preparation, plate return and washing. Biodegradable bags made from, e.g. corn starch can be used to collect food waste where necessary, as this breakdown during composting and anaerobic digestion. The sequence below presents an example of organic waste recovery throughout kitchen operations, from food preparation to plate washing.

#### 1. Food preparation

Bins are placed next to chefs during food preparation to separate offcuts and peelings, etc., at source.

Page 70 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------



### ***2. Plate return***

Food scrapings from returned plates separated from other waste (rather than placed in mixed bins, or the sewer via a macerator).



### ***3. Prewashing***

Food residues are rinsed off crockery and utensils during prewashing and captured in a sieve (also reduces drain blockages).

Page 71 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------



Separated organic waste can then be placed in large separate waste bins for collection to centralized or decentralized anaerobic digestion plants, or alternatively if other options are not available, for centralized or on-site composting (see below). Food close to its use-by date may be used for staff meals, given to staff to take home, or donated to charities. Food past its use-by date should be placed in organic waste recycling bins for separate collection. Waste bins containing organic waste may be chilled, especially in urban locations, to prevent odour and vermin problems (e.g. Scandic Berlin, 2011).

Page 72 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------



**Self-check 5**

**Written Test**

**Test I: say True or False the following questions (3points)**

1. Portion sizes are important for presentation as well as for costing.
2. Dry storage is recommended for those products that are best kept at room temperature (0 – 5°C)
3. All food items have recommended storage procedures that look at temperature, shelf life and place of storage.
4. Garnish is a small item of food placed on a food dish prior to serving to enhance its appearance.

**Test-II Matching**

**Instruction: select the correct answer from the column “B”. Each question carries 2 Point.**

”A”

“B”

- |                                 |              |
|---------------------------------|--------------|
| 1. peeled, scored then sliced   | a. 0 – 5°C   |
| 2. slices, wedges or fancy cuts | b. 10 – 20°C |
| 3. Refrigerated store area      | c. cucumbers |
| 4. Dry storage area             | d lemon      |

**Test III: choose the correct answer for the following questions**

1. Which of the following is not the presentation of foods criteria?
  - A. Plate and portion size
  - B. Temperature of the plate appropriate for the temperature of the food
  - C. Placement of food
  - D. Avoiding grease marks, spill and drips
  - E. All of the above
2. \_\_\_\_\_ is a flavorful mixture that accompanies certain foods.
  - A. Dips
  - B. Sauce
  - C. Garnishes
  - D. All

**Test IV Short Answer writing**

**Instruction: write short answer for the given question. (5 Points)**

1. List all the most common garnishes.
2. Write down all dips

Page 73 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

## Reference

1. Agren, G., Almgard, G., Mellander, O., Vahiquist, B., Bjornesjo, K.B., Hofvander, Y., Jacobsson, K., Knutsson, K.E., Mellbin, T., and Selinus, R.: Children's Nutrition Unit - an Ethio-Swedish project in the field of health. Ethiopian Medical Journal, 1966:5, 5-13.
2. Agren, C., Gibson, R.: Food Composition Table for use in Ethiopia. SIDA, Stockholm 1968.
3. Analysis carried out in the Jones and Amos Laboratory in London.
4. Hofvander, Y.: Haematological investigations in Ethiopia with special reference to a high iron intake. Acta Med. Scand. Suppl. 494, 1968
5. Levine, D.: Wax and gold. London 1965
6. Knutsson, K.E., Selinus, R.: Fasting in Ethiopia-an Anthropological and Nutritional Study. American J. Clin. Nutr. June 1970.
7. KIWI CHEF Paula Humphreys, Cooking for Expats- A practical Step-by step guide to Western-style Cookery
8. SARA BOSE and ONOTO WATANNA, Chinese – Japanese Cuisine
9. TERRI JONES, Culinary Calculations
10. WAYNE GISSLEN, Professional Baking, Fourth Edition

Source: [http://www.whats4eats.com/recipes.r\\_bevtelba.html](http://www.whats4eats.com/recipes.r_bevtelba.html)

Source: [http://www.sas.upenn.edu/African\\_Studies/Cookbook/Ethiopia.html#INJERA](http://www.sas.upenn.edu/African_Studies/Cookbook/Ethiopia.html#INJERA)

Source: [http://www.whats4eats.com/recipes/r\\_st\\_injeraquick.html](http://www.whats4eats.com/recipes/r_st_injeraquick.html)

Website: [www.foodiecrush.com](http://www.foodiecrush.com)

Page 74 of 75	Ministry of Labor and Skills Author/Copyright	Food hygiene and practice Level I	Version -1 November, 2022
---------------	--	--------------------------------------	---------------------------------

### Participants of this Module (training material) preparation

No	Name of Trainers	Qualification(L)	Field of Study	Organization/ Institution	Mobile number	E-mail
1	Zerfu Negash	B level	Hotel Mgt.	Woliso Poly Technic College	0915957805	nzerfu@gmail.com
2	Tesema Neka	B level	Hotel Mgt.	A/wondo C/I/College	0926129107	tesemaneka1@gmail.com
3	Bilisuma Emana	B level	Hotel Mgt.	Sebeta Poly Technic College	0936730300	bilisumaemana51@gmail.com
4	Yonas Abeya	B level	Food Technology & process Engineering	General Winget Poly technic College	0913922765	yonasabeya33@gmail.com