



NATIONAL QUALIFICATION

13UY0182-4

COOK

LEVEL 4

REVISION NO: 01

AMENDMENT NO: 01

VOCATIONAL QUALIFICATIONS AUTHORITY

Ankara, 2017

PREFACE

The Cook (Level 4) National Qualification has been developed by Confederation of Turkish Tradesmen and Craftsmen (TESK) appointed by VQA in line with the Regulation on the Development of National Occupational Standards and National Qualifications published in the Official Gazette dated 19/10/2015 and numbered 29507, which was enacted pursuant to the Law No. 5544 and the provisions of the Regulation on the Establishment, Duties, Working Procedures, and Principles of Vocational Qualifications Authority Sector Committees published in the Official Gazette dated 27/11/2007 and numbered 26713 and assessed by taking the opinions of the relevant institutions and organizations in the sector, and approved by the VQA Executive Board after being reviewed by the VQA Tourism, Accommodation and Food and Beverage Services Sector Committee.

The Cook (Level 4) National Qualification has been revised by the decision of the NQA Executive Board dated 10/10/2017 and numbered 2017/84.

The Cook (Level 4) National Qualification has been amended by the decision of the Presidency dated 10.06.2020 and numbered 1570.

Vocational Qualifications Authority

INTRODUCTION

The basic criteria for the development of national qualification, its examination by the sector committees, and its approval by the VQA Executive Board are specified in the Regulation on the Development of National Occupational Standards and National Qualifications.

The basic criteria for national qualifications are defined as follows:

- a) National qualifications shall be developed on the basis of national occupational standards or international standards.
- b) National qualifications shall be developed with a participatory approach and the opinions and contributions of relevant parties shall be received.
- c) National qualifications cover matters related to occupational health and safety, environmental safety and quality, regarding the professional field.
- d) National qualifications shall be written to be understood by users.
- e) National qualifications encourage individuals to develop themselves and make progress in the profession, within the framework of the lifelong learning principle.
- f) National qualifications do not contain any discriminative components, either explicit or implicit.
- g) National qualifications include components that ensure measuring the knowledge, skills, and competency of individuals within the scope of quality assurance.

13UY0182-4 COOK NATIONAL QUALIFICATION

1	NAME OF THE QUALIFICATION UNIT	COOK
2	REFERENCE CODE	13UY0182-4
3	LEVEL	4
4	PLACE IN THE INTERNATIONAL CLASSIFICATION	ISCO 08: 5120 (Cooks)
5	TYPE	-
6	CREDIT VALUE	-
7	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
8	PURPOSE	<p>This qualification has been developed to ensure that the Cook (Level 4) occupation is carried out by qualified people and to enhance the quality of the works towards the purposes of;</p> <ul style="list-style-type: none"> Defining the qualifications, knowledge, skills, and competencies that the candidates should possess, Providing the candidates with the opportunity to prove their vocational qualification with a valid and reliable certificate, Providing a reference and resource for the education system, and the testing and certification bodies
9	OCCUPATIONAL STANDARD(S) THAT FORM(S) THE BASIS FOR THE QUALIFICATION UNIT	
10UMS0110-4 Cook (Level 4) National Occupational Standard		
10	REQUIREMENT(S) FOR ENTERING THE QUALIFICATION EXAMINATION	
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11	STRUCTURE OF QUALIFICATION	
11-a) Mandatory Units		

13UY0182-4/A1: Occupational Health and Safety and Environmental Protection	
13UY0182-4/A2: Work Organization and Occupational Development	
13UY0182-4/A3: Hygiene, Food Safety and Quality	
13UY0182-4/A4: Essential Ingredients	
13UY0182-4/A5: Soup Preparation	
13UY0182-4/A6: Preparation of Sauces, Appetizers and Salads and Cooking Eggs	
13UY0182-4/A7: Preparation of Meat and Seafood Meals	
13UY0182-4/A8: Preparation of Vegetables, Legumes Dishes and Vegetable Garnishes	
13UY0182-4/A9: Preparation of Pastries, Rice Dish and Pasta Varieties	
13UY0182-4/A10: Preparation of Basic Desserts	
11-b) Elective Units	
-	
11-c) Alternatives for Grouping Units and Additional Learning Outcomes	
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12	ASSESSMENT AND EVALUATION
<p>The candidates willing to obtain the Cook (Level 4) Vocational Qualification Certificate shall be subjected to the examinations defined in the units. Candidates must be successful in the examinations defined in the units in order to receive their qualification certificates.</p> <p>Theoretical and practical examinations in the qualification units can be done separately for each unit or together. However, each unit must be assessed independently.</p> <p>The validity period of qualification units is 2 years from the date of achievement of the unit. In order to obtain a qualification by combining the qualification units, all units must remain valid.</p>	
13	CERTIFICATE VALIDITY PERIOD
The validity period of the Cook (Level 4) Vocational Competence Certificate is five (5) years.	
14	OBSERVANCE FREQUENCY
-	
15	ASSESSMENT AND EVALUATION METHOD TO BE USED IN CERTIFICATE RENEWAL
<p>At the end of the validity period of five (5) years, the performance of the certificate holder shall be assessed using at least one of the methods defined below;</p> <p>a) Submitting records (service document, reference/recommendation letter, contract, invoice, portfolio, etc.) proving that they have worked in the relevant field for at least two years in total or for the last six months within the 5-year validity period of the certificate.</p> <p>b) Taking the practical examinations defined for the qualification units within the scope of qualification.</p> <p>For the candidates with a positive evaluation result, the validity period of the certificate shall be extended for another 5 years.</p>	
16	ORGANIZATION(S) DEVELOPING THE QUALIFICATION
Confederation Of Turkish Tradesmen And Craftsmen (TESK)	

17	SECTOR COMMITTEE VERIFYING THE QUALIFICATION	VQA Tourism, Accommodation, Food and Beverage Services Sector Committee
18	VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO	First Approval 25.12.2013 - 2013/110 Revision No. 01 10.10.2017 – 2017/84

13UY0182-4/A1 OCCUPATIONAL HEALTH AND SAFETY AND ENVIRONMENTAL PROTECTION QUALIFICATION UNIT

1	NAME OF THE QUALIFICATION UNIT	Occupational Health and Safety and Environmental Protection
2	REFERENCE CODE	13UY0182-4/A1
3	LEVEL	4
4	CREDIT VALUE	-
5	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
6	THE OCCUPATIONAL STANDARD THAT FORMS THE BASIS FOR THE QUALIFICATION UNIT	
10UMS0110-4 Cook (Level 4) National Occupational Standard		
7	LEARNING OUTCOMES	
<p><u>Learning Outcome 1: Explains the Occupational Health and Safety measures in the working area and in the duty process.</u></p> <p>Performance Criteria</p> <p>1.1: Explains the dangers and risks that may arise from work, people, materials, equipment, etc., and emergencies in the cookery processes and working environment.</p> <p>1.2: Explains the precautions for danger, risk and emergency situations in cookery processes and working areas.</p> <p><u>Learning Outcome 2: Explains the environmental protection measures in the working environment and duty processes.</u></p> <p>Performance Criteria:</p> <p>2.1: Explains the necessary precautions to be taken against possible risks of environmental safety in food preparation and service processes.</p> <p>2.2: Explains the practices for waste control and disposal in working areas related to food preparation and service together with relevant justifications.</p>		
8	ASSESSMENT AND EVALUATION	
8 a) Theoretical Examination		
(T1) Multiple Choice Examination: The theoretical examination for the A1 unit shall be applied as per the "Information" checklist in Annex A1-2. In the theoretical examination, candidates should take a written examination (T1) consisting of at least seven (7) four-option multiple-choice questions, each one with an equal point value. No points shall be deducted for wrong answers in the examination consisting of multiple-choice questions. Candidates are given an average time of 2 minutes per question during the examination. A candidate who answers at least 70% of the questions correctly in the written examination shall be deemed successful. The questions in the examination should assess all knowledge statements (ANNEX A1-2) intended to be assessed by the theoretical examination in this unit.		
8 b) Practical Examination		
(P1): Statements of skills and competencies for unit A1 are defined in the skill and competencies checklists of other units, and the assessment and evaluation will be made within this scope.		

8 c) Other Conditions Regarding Assessment and Evaluation		
The candidate must pass T1 examination in order to be considered successful in the mentioned unit. The validity period of the qualification unit is 2 years from the date of achievement of the unit.		
9	INSTITUTION/ORGANIZATION(S) DEVELOPING THE QUALIFICATION UNIT	TESK (Confederation of Turkish Tradesmen and Craftsmen)
10	SECTOR COMMITTEE VERIFYING THE QUALIFICATION UNIT	VQA Tourism, Accommodation, Food and Beverage Services Sector Committee
11	VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO	First Approval 25.12.2013 - 2013/110 Revision No. 01 10.10.2017 – 2017/84

QUALIFICATION UNIT ANNEXES

ANNEX [A1]-1: Information on Recommended Training for the Awarding of a Qualification Unit

1. Occupational health and safety measures
 - 1.1. Safe use of tools and equipment used in cookery processes
 - 1.2. Basic occupational health and safety in cookery processes and working areas
2. Measures regarding environmental protection
 - 2.1. Environmental safety and environmental protection in cookery processes and working areas
 - 2.2. Waste control and disposal in cookery processes and working areas

ANNEX [A1]-2: Checklist to be Used in the Assessment and Evaluation of the Qualifications Unit

a) KNOWLEDGE

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
INFO. 1	Explains the dangers and risks that may arise from work, people, materials, equipment, etc. in the cookery processes and working environment.	A.1.3, A.2.3	1.1	T1
INFO. 2	Explains the precautions taken against the dangers and risks that may arise from work, people, materials, equipment, etc. in the cookery processes and working environment.	A.1.3, A.2.3	1.2	T1
INFO. 3	Explains the PPE to be used in cookery processes and working areas in accordance with the job and risks.	A.2.2	1.2	T1
INFO. 4	Distinguishes the dangerous and emergency situations that may occur in the working areas.	A.1.4	1.1	T1
INFO. 5	Explains the precautions for dangerous and emergency situations that may occur in the working areas.	A.1.4	1.2	T1
INFO. 6	Explains the necessary precautions to be taken against possible risks of environmental safety in food preparation and service processes.	B.2.1-2	2.1	T1

INFO. 7	Explains the practices for waste control and disposal in work areas related to food preparation and service together with relevant justifications.	B.2.4	2.2	T1
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b) SKILLS AND COMPETENCIES

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Evaluation Tool
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**13UY0182-4/A2 WORK ORGANIZATION AND PROFESSIONAL DEVELOPMENT
QUALIFICATION UNIT**

1	NAME OF THE QUALIFICATION UNIT	Work Organization and Professional Development
2	REFERENCE CODE	13UY0182-4/A2
3	LEVEL	4
4	CREDIT VALUE	-
5	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
6	THE OCCUPATIONAL STANDARD THAT FORMS THE BASIS FOR THE QUALIFICATION UNIT	10UMS0110-4 Cook (Level 4) National Occupational Standard
7	LEARNING OUTCOMES	<p><u>Learning Outcome 1: Explains the business processes and organizational process of the team.</u> Performance Criteria: 1.1: Explains the process flow according to the content and characteristics of cookery works. 1.2: Explains the kitchen working system and rules in cookery.</p> <p><u>Learning Outcome 2: Explains the maintenance of tools and equipment.</u> Performance Criteria: 2.1: Defines the types of knives according to their usage areas. 2.2: Explains the maintenance methods of tools and equipment used in the kitchen. 2.3: Explains how the first detection of malfunctions of tools and equipment used in the kitchen is made.</p> <p><u>Learning Outcome 3: Defines the supply and stock practices of the materials used in the kitchen.</u> Performance Criteria: 3.1: Defines the possible stock amounts according to the average consumption amounts of the materials. 3.2: Explains the stocking and usage of materials according to the content in their labels and forms.</p> <p><u>Learning Outcome 4: Explains the preparation of the standard menu and recipe.</u> Performance Criteria: 4.1: Defines the unit amounts of the materials used according to the portion in the types of dishes. 4.2: Explains the cooking techniques, cooking methods and durations of the defined basic types of dishes.</p> <p><u>Learning Outcome 5: Prepares the budget data related to the production processes.</u> Performance Criteria: 5.1: Assesses the defined data about the materials and tools used. 5.2: Determines the consumption values of the materials used, according to menus, events and material properties.</p> <p><u>Learning Outcome 6: Explains the characteristics of open buffet design.</u> Performance Criteria: 6.1: Explains the design and application features of an open buffet including hot and cold varieties. 6.2: Lists the necessary tools and equipment according to the design.</p>

<u>Learning Outcome 7: Arranges the presentation and serving tasks of meals and foods.</u>	
Performance Criteria:	
7.1: Makes preparations for the presentation of products.	
7.2: Arranges the serving unit and plate of the product properly.	
<u>Learning Outcome 8: Identifies the professional development needs.</u>	
Performance Criteria:	
8.1: Explains the importance of professional development in terms of adapting to changes in business life.	
8.2: Determine the training needs of their subordinates according to the defined situation.	
8	ASSESSMENT AND EVALUATION
8 a) Theoretical Exam	
(T1) Multiple Choice Exam: The theoretical exam for the A2 qualification unit is realized as per the "Information" checklist given in Annex A2-2. In the theoretical exam, candidates should take a written examination (T1) consisting of at least nineteen (19) four-option multiple-choice questions, each one with an equal point value. No points shall be deducted for wrong answers in the examination consisting of multiple-choice questions. Candidates are given an average time of 2 minutes per question during the exam. A candidate who answers at least 70% of the questions correctly in the written examination shall be deemed successful. The questions in the examination should assess all knowledge statements (Annex A2-2) intended to be assessed by the theoretical exam in this unit.	
8 b) Practical Exam	
(P1): The practical exam for the A2 unit shall be applied as per the "Skills and Competencies" checklist in Annex A2-2. The critical steps that must be accomplished by the candidate shall be specified in the skills and competencies checklist. In order for a candidate to succeed in the practical exam, they should score at least 80 out of 100 points (80%) in the overall examination, provided that they succeed in all the critical steps. The duration of the practical exam should correspond to the period in actual practice conditions within the specified scope. The practical exam shall be carried out in a real or realistically arranged work environment. All statements of skills and competencies (Annex A2-2) should be assessed by a practical exam and should include at least one bag pattern preparation tasks.	
8 c) Other Conditions Regarding Assessment and Evaluation	
The validity period of the examinations foreseen for the unit shall be 1 year from the date of achievement of the examination. In order to obtain the unit, the time between achieved examination dates cannot exceed one year.	
The validity period of qualification units is 2 years from the date of achievement of the unit.	
If the candidate displays a behavior that could jeopardize their own safety and the safety of others, the examination shall be terminated.	
9	INSTITUTION/ORGANIZATION(S) DEVELOPING THE QUALIFICATION UNIT TESK (Confederation of Turkish Tradesmen and Craftsmen)
10	SECTOR COMMITTEE VERIFYING THE QUALIFICATION UNIT VQA Tourism, Accommodation, Food and Beverage Services Sector Committee
11	VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO First Approval 25.12.2013 - 2013/110 Revision No. 01 10.10.2017 – 2017/84

QUALIFICATION UNIT ANNEXES

ANNEX [A2]-1: Information on Recommended Training for the Awarding of a Qualification Unit

1. Organization in cookery processes
 - 1.1: Process flow related to the content and characteristics of cookery-related works
 - 1.2: Kitchen working system and rules in cookery
2. Maintenance of tools and equipment
 - 2.1: Usage areas of the types of knives
 - 2.2: Maintenance methods of tools and equipment used in the kitchen
 - 2.3: First detection of malfunctions of tools and equipment used in the kitchen
3. Material supply and stocking
 - 3.1: Possible stock amounts according to the average consumption amounts of the materials
 - 3.2: Stocking and use of materials according to the content on the labels and forms
4. Preparing menus and recipes in cookery
 - 4.1: The amount of ingredients used in the types of dishes according to the portion
 - 4.2: Production techniques and cooking methods of the defined basic dishes
5. Preparation of budget data related to production processes
 - 5.1: Determining the consumption values of the materials used according to the menus, events and material properties
6. Design of the buffet
 - 6.1: Design of an open buffet with hot and cold varieties
 - 6.2: Listing the necessary tools and equipment according to the design
7. Service preparation and service arrangements
 - 7.1: Preparations for the presentation of the products
 - 7.2: Checking the suitability of the service unit and plate of the product
8. Professional Development
 - 8.1: Professional development in order to adapt to changes in business life
 - 8.2: Determining the training needs of subordinates

ANNEX [A2]-2: Checklist to be Used in the Assessment and Evaluation of the Qualifications Unit

c) KNOWLEDGE

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
INFO. 1	Explains the process flow according to the content and characteristics of cookery-related works.	D.2.1-2, D.2.2, D.3.1-5	1.1	T1
INFO. 2	Explains the kitchen working system (separation and arrangement of workbenches according to work, arrangement of tools and equipment) in cookery.	D.4.1-5	1.2	T1

INFO. 3	Explains the rules of working in the kitchen (such as working flow and timing between kitchen elements).	D.4.1-5	1.2	T1
INFO. 4	Defines the types of knives according to their usage areas.	List 3.3: Art. 5	2.1	T1
INFO. 5	Explains the maintenance methods of tools and equipment used in the kitchen.	D.5.2, C.2.1	2.2	T1
INFO. 6	Explains how the first detection of malfunctions of tools and equipment used in the kitchen is made.	D.7.1-2, C.2.4	2.3	T1
INFO. 7	Defines the possible stock amounts according to the average consumption amounts of the materials.	D.8.1-3	3.1.	T1
INFO. 8	Explains the stocking and usage of materials according to the content in their labels and forms.	D.8.4	3.2.	T1
INFO. 9	Defines the unit amounts of the materials used according to the portion in the types of dishes.	D.9.1	4.1.	T1
INFO. 10	Explains the cooking techniques of the defined basic food types.	D.9.2	4.2.	T1
INFO. 11	Explains the cooking techniques and durations of the defined basic types of dishes.	D.9.2	4.2.	T1
INFO. 12	Assesses the defined data about the materials and tools used.	R.4.1	5.1.	T1
INFO. 13	Determines the consumption values of the materials used according to the menu and events.	D.5.1, R.4.2	5.2.	T1
INFO. 14	Explains how to design a buffet to include hot and cold varieties.	M.1.1-3, M.2.2, M.3.1-5	6.1	T1
INFO. 15	Explains the application features of the design of an open buffet including hot and cold varieties.	M.1.1-3, M.2.2, M.3.1-5	6.1	T1
INFO. 16	Determines the necessary tools and equipment according to the design.	M.2.1	6.2	T1
INFO. 17	Explains the presentation preparations according to the type and characteristics of the dishes/food.	D.6.1-3	7.1.	T1
INFO. 18	Explains the necessity of professional development in order to adapt to the changes in business life.	S.1.1-2, S.2.1-2	8.1.	T1
INFO. 19	Identifies the training needs of their subordinates according to the defined situation.	S.3.1-3	8.2.	T1

d) SKILLS AND COMPETENCIES

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification on Unit Performance Criteria	Evaluation Tool
SC.1	Prepares the necessary tools and sauce to be used in the presentation.	D.6.1 and 3	7.1.	P1
SC.2	Keeps the food/product to be served at the ideal temperature.	D.6.2,	7.1.	P1
SC.3	Groups the food/products to be served according to their types and suitable serving temperatures and takes them into service containers.	D.6.4	7.2.	P1

SC.4	Decorates the serving plate by adjusting the portion amounts of the food and garnishes	D.6.4	7.2.	P1
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13UY0182-4/A3 HYGIENE, FOOD SAFETY AND QUALITY QUALIFICATION UNIT

1	NAME OF THE QUALIFICATION UNIT	Hygiene, Food Safety And Quality
2	REFERENCE CODE	13UY0182-4/A3
3	LEVEL	4
4	CREDIT VALUE	-
5	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
6	THE OCCUPATIONAL STANDARD THAT FORMS THE BASIS FOR THE QUALIFICATION UNIT	10UMS0110-4 Cook (Level 4) National Occupational Standard
7	LEARNING OUTCOMES	<p><u>Learning Outcome 1: Explains the personal hygiene and health practices in business processes.</u> Performance Criteria: 1.1: Explains the rules of personal hygiene and care in food services. 1.2: Explains the cook's health and hygiene control and certification rules in accordance with the legal regulations.</p> <p><u>Learning Outcome 2: Defines food safety concepts, risks and hazards in meal and food preparation processes.</u> Performance Criteria: 2.1: Distinguishes the meanings of the basic terms related to food safety. 2.2: Defines the types, formation conditions and effects of health risks originating from business, personnel and food in the preparation of food. 2.3: Explains the tasks done for food safety.</p> <p><u>Learning Outcome 3: Explains the hygiene and sanitation practices related to products, food materials, tools, equipment and production areas in meal and food preparation processes.</u> Performance Criteria: 3.1: Explains hygiene, sanitation and cross-contamination measures for meal and food materials used in food preparation. 3.2: Explains the legal rules and justification of the process of taking witness samples tasks from the prepared products. 3.3: Explains the bench life according to the types of products according to the food safety rules. 3.4: Defines the hygiene and sanitation methods of tools and equipment. 3.5: Explains the hygiene and sanitation methods of work areas and cold storage rooms and cabinets. 3.6: Explains the methods for the elimination of pests in the working areas.</p> <p><u>Learning Outcome 4: Determines the tasks related to efficiency, quality, and improvement of customer relations in business processes.</u> Performance Criteria: 4.1: Explains the arrangements for the development of the product and the kitchen tasks, the organization of the team and the more efficient work of the team in meal and food preparation. 4.2: Defines the basic principles and rules in relations with the customer. 4.3: Determines appropriate solutions to the problems related to product and kitchen tasks in defined</p>

situations.	
8	ASSESSMENT AND EVALUATION
8 a) Theoretical Exam	
(T1) Multiple Choice Exam: The theoretical exam for the A3 unit is carried out according to the "Information" checklist in Annex A3-2. In the theoretical exam, candidates should take a written examination (T1) consisting of at least nineteen (19) four-option multiple-choice questions, each one with an equal point value. No points shall be deducted for wrong answers in the examination consisting of multiple-choice questions. Candidates are given an average time of 2 minutes per question during the examination. A candidate who answers at least 70% of the questions correctly in the written exam shall be deemed successful. The questions in the examination should assess all knowledge statements (Annex A3-2) intended to be assessed by the theoretical exam in this unit.	
8 b) Practical Exam	
(P1): Statements of skills and competencies for unit A3 are defined in the skill and competencies checklists of other units, and the assessment and evaluation will be made within this scope.	
8 c) Other Conditions Regarding Assessment and Evaluation	
The candidate must pass T1 exam in order to be considered successful in the mentioned unit. The validity period of the qualification unit is 2 years from the date of achievement of the unit.	
9	INSTITUTION/ORGANIZATION(S) DEVELOPING THE QUALIFICATION UNIT
	TESK (Confederation of Turkish Tradesmen and Craftsmen)
10	SECTOR COMMITTEE VERIFYING THE QUALIFICATION UNIT
	VQA Tourism, Accommodation, Food and Beverage Services Sector Committee
11	VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO
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QUALIFICATION UNIT ANNEXES

ANNEX [A3]-1: Information on Recommended Education for Acquisition of a Qualification Unit

1. Personal hygiene and health practices in business processes
 - 1.1: Personal hygiene and care rules in food services
 - 1.2: Health and hygiene rules of the cook in accordance with the legal regulations
2. Food safety in meal and food preparation processes
 - 2.1: Basic terms related to food safety
 - 2.2: Types of health risks arising from the business, personnel and food in the preparation of food
3. Hygiene and sanitation practices related to products, food materials, tools, equipment and production areas in meal and food preparation processes
 - 3.1: Hygiene, sanitation and cross-contamination precautions for food materials used in meal and food preparation
 - 3.2: Legal rules of taking witness samples from prepared products
 - 3.3: Bench lifetimes of the products according to their types
 - 3.4: Hygiene and sanitation methods of tools and equipment
 - 3.5: Hygiene and sanitation methods of work areas and cold storage rooms and cabinets
 - 3.6: Methods for the elimination of pests in working areas

4. Efficiency, quality and customer relations in business processes

4.1: Arrangements for the development of the product and the kitchen tasks, the organization of the team and their more efficient work

4.2: Basic principles and rules in customer relations

4.3: Determining appropriate solutions to problems related to product and kitchen tasks

ANNEX [A3]-2: Checklist to be Used in the Assessment and Evaluation of the Qualification Unit**a) KNOWLEDGE**

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
INFO. 1	Explains the rules of personal hygiene and care in food services.	D.1.1-2	1.1	T1
INFO. 2	Explains the types and function of the cook's periodic health checks legally.	A.2.4	1.2	T1
INFO. 3	Explains the content and function of documents that are legally obligatory for cooks.	A.2.4	1.2	T1
INFO. 4	Distinguishes the meanings of the terms risk, danger, hygiene, cross contamination, sanitation, in food safety.	3.3: Art. 11 and 14	2.1	T1
INFO. 5	Lists the types of health risks, the conditions of occurrence, arising from the business, personnel and food in the preparation of food.	3.3: Art. 11 and 14	2.2	T1
INFO. 6	Explains the effects of health risks arising from business, personnel, and food in the preparation of food.	3.3: Art. 11 and 14	2.2	T1
INFO. 7	Lists the registration procedures for food safety.	3.3: Art. 11 and 14, R.2.4	2.3	T1
INFO. 8	Explains the precautions for hygiene and sanitation according to the type and characteristics of food materials used in meal and food preparation.	3.3: Art. 11 and 14, N.1.1	3.1.	T1
INFO. 9	Explains the precautions for cross-contamination according to the type and characteristics of food materials used in meal and food preparation.	3.3: Art. 11 and 14, N.1.1	3.1.	T1
INFO. 10	Explains the legal rules of taking witness samples from the prepared products.	D.11.1-3	3.2.	T1
INFO. 11	Explains the justification of the legal rules of the process of taking witness samples from the prepared products.	D.11.1-3	3.2.	T1
INFO. 12	Explains the bench life of the products according to the food safety rules.	D.10.1-2	3.3.	T1
INFO. 13	Defines the hygiene and sanitation methods for tools and equipment.	P.1.1-3	3.4.	T1
INFO. 14	Explains the hygiene and sanitation methods of work areas and cold storage rooms and cabinets.	P.2.1-4, R.3.1-2, D.5.3, R.2.3	3.5.	T1
INFO. 15	Explains the methods for the elimination of pests in the working areas.	R.2.1-2	3.6.	T1
INFO. 16	Explains the regulations for the development of the product and the culinary tasks in meal and food preparation.	C.1.1-4	4.1.	T1

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
INFO. 17	Explains the organization of the team in meal and food preparation and the arrangements for working more efficiently.	C.1.1-4	4.1.	T1
INFO. 18	Defines the basic principles and rules in customer relations.	R.1.1-2	4.2.	T1
INFO. 19	Determines the appropriate solutions to the problems related to the product and kitchen tasks in the defined situations.	C.3.1-2	4.3.	T1

b) SKILLS AND COMPETENCIES

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Evaluation Tool
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13UY0182-4/A4: ESSENTIAL INGREDIENTS QUALIFICATION UNIT

1	NAME OF THE QUALIFICATION UNIT	Essential Ingredients
2	REFERENCE CODE	13UY0182-4/A4
3	LEVEL	4
4	CREDIT VALUE	-
5	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
6	THE OCCUPATIONAL STANDARD THAT FORMS THE BASIS FOR THE QUALIFICATION UNIT	10UMS0110-4 Cook (Level 4) National Occupational Standard
7	LEARNING OUTCOMES	<p><u>Learning Outcome 1: Explains the basic food products used in meal and food preparation.</u> Performance Criteria: 1.1: Defines the basic characteristics and usage areas of vegetables and fruits. 1.2: Defines the body parts of red and white meats according to their usage areas. 1.3: Defines the characteristics of fish and seafood. 1.4: Defines the basic characteristics and usage areas of cereals, legumes and oilseeds. 1.5: Defines the basic characteristics and usage areas of milk and dairy products. 1.6: Defines oil types, their basic characteristics and usage areas. 1.7: Defines the basic characteristics and usage areas of eggs. 1.8: Defines the characteristics and basic usage areas of spices and other flavoring materials.</p> <p><u>Learning Outcome 2: Applies the meal preparation tasks of food and basic materials used in meal and food preparation.</u> Performance Criteria: 2.1: Applies cutting techniques with a knife according to the characteristics of materials and dishes. 2.2: Makes the vegetables and fruits ready for use. 2.3: Performs cutting, preparation and shaping practices of red meat, white meat and offal according to their usage areas. 2.4: Performs applications related to making fish and seafood ready for use/cooking. 2.5: Whips the egg whites by whisking so that they don't spill out of the whisking bowl. 2.6: Distinguishes the types of dough according to their preparation methods. 2.7: Prepares dough by baking and whisking with biscuit, tart or pie dough.</p> <p><u>Learning Outcome 3: Practices Occupational Health and Safety, hygiene, food safety and quality in the working environment.</u> Performance Criteria: 3.1: Performs Occupational Health and Safety and environmental practices in the environment where the materials are prepared. 3.2: Provides hygiene, food safety and quality conditions in the environment where the food is prepared.</p>
8	ASSESSMENT AND EVALUATION	
8 a) Theoretical Exam		
(T1) Multiple Choice Exam: The theoretical exam for the A4 unit is carried out according to the "Information" checklist in Annex A4-2. In the theoretical exam, candidates should take a written		

examination (T1) consisting of at least fifteen (15) four-option multiple-choice questions, each one with an equal point value. No points shall be deducted for wrong answers in the examination consisting of multiple-choice questions. Candidates are given an average time of 2 minutes per question during the examination. A candidate who answers at least 70% of the questions correctly in the written exam shall be deemed successful. The questions in the examination should assess all knowledge statements (Annex A4-2) intended to be assessed by the theoretical exam in this unit.

8 b) Practical Exam

(P1): The practical exam for A4 unit is realized as per the "Skills and Competencies" checklist given in Annex A4-2. The critical steps that must be accomplished by the candidate shall be specified in the skills and competencies checklist. In order for a candidate to succeed in the practical exam, they should score at least 80 out of 100 points (80%) in the overall examination, provided that they succeed in all the critical steps. The duration of the practical exam should correspond to the period in actual practice conditions within the specified scope. The practical exam shall be carried out in a real or realistically arranged work environment. All statements of skills and competencies (Annex A4-2) should be assessed with a practical exam.

8 c) Other Conditions Regarding Assessment and Evaluation

The validity period of the examinations foreseen for the unit shall be 1 year from the date of achievement of the examination. In order to obtain the unit, the time between achieved examination dates cannot exceed one year.

The validity period of qualification units is 2 years from the date of achievement of the unit.

If the candidate displays a behavior that could jeopardize their own safety and the safety of others, the examination shall be terminated.

9	INSTITUTION/ORGANIZATION(S) DEVELOPING THE QUALIFICATION UNIT	TESK (Confederation of Turkish Tradesmen and Craftsmen)
10	SECTOR COMMITTEE VERIFYING THE QUALIFICATION UNIT	VQA Tourism, Accommodation, Food and Beverage Services Sector Committee
11	VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO	First Approval 25.12.2013 - 2013/110 Revision No. 01 10.10.2017 – 2017/84

QUALIFICATION UNIT ANNEXES

ANNEX [A4]-1: Information on Recommended Training for the Awarding of a Qualification Unit

1. Basic food products in meal and food preparation
 - 1.1: The basic characteristics and usage areas of vegetables and fruits
 - 1.2: The usage areas of body parts in red and white meat
 - 1.3: The characteristics of fish and seafood
 - 1.4: The basic characteristics and usage areas of cereals, legumes and oilseeds
 - 1.5: The basic characteristics and usage areas of milk and dairy products
 - 1.6: The basic characteristics and usage areas of oil types
 - 1.7: The basic characteristics and usage areas of eggs
 - 1.8: The characteristics and basic usage areas of spices and other flavoring materials
2. Meal preparation tasks of basic materials used in meal and food preparation
 - 2.1: Cutting techniques with a knife according to the characteristics of materials and dishes
 - 2.2: Making vegetables and fruits ready for use

2.3: Cutting, preparation and shaping practices of red meat, white meat and offal according to their usage areas

2.4: Practices for making fish and seafood ready for use/cooking

2.5: Whipping the egg whites by whisking so that they don't spill out of the whisking bowl

2.6: Distinguishing the types of dough according to their preparation methods

2.7: Preparing dough by baking and whisking with biscuit, tart or pie dough.

3. Occupational Health and Safety, hygiene, food safety and quality in the working environment

3.1: Occupational Health and Safety and environmental practices in the environment where the materials are prepared

3.2: Hygiene, food safety and quality conditions in the environment where the food is prepared

ANNEX [A4]-2: Checklist to be Used in the Assessment and Evaluation of the Qualification Unit

a) KNOWLEDGE

No.	Knowledge Statement	NOS-Related Department	Qualification on Unit Performance Criteria:	Evaluation Tools
INFO. 1	Explains the basic characteristics of vegetables and fruits.	List 3.3: Art. 34	1.1	T1
INFO. 2	Explains the usage areas of vegetables and fruits.	List 3.3: Art. 34	1.1	T1
INFO. 3	Explains the body parts of red and white meats according to their usage areas.	List 3.3: Art. 34	1.2	T1
INFO. 4	Explains the characteristics of fish and seafood.	List 3.3: Art. 34	1.3	T1
INFO. 5	Explains the basic characteristics of cereals, legumes and oilseeds.	List 3.3: Art. 34	1.4	T1
INFO. 6	Explains the usage areas of cereals, legumes and oilseeds.	List 3.3: Art. 34	1.4	T1
INFO. 7	Explains the basic characteristics of milk and dairy products.	List 3.3: Art. 34	1.5.	T1
INFO. 8	Explains the usage areas of milk and dairy products.	List 3.3: Art. 34	1.5.	T1
INFO. 9	Explains the basic characteristics of oil types.	List 3.3: Art. 34	1.6	T1
INFO. 10	Explains the usage areas of oil types.	List 3.3: Art. 34	1.6	T1
INFO. 11	Explains the basic characteristics of egg.	List 3.3: Art. 34	1.7	T1
INFO. 12	Explains the usage areas of egg.	List 3.3: Art. 34	1.7	T1
INFO. 13	Explains the characteristics of spices and other flavoring materials.	List 3.3: Art. 2 and 34	1.8	T1
INFO. 14	Explains the usage areas of spices and other flavoring materials.	List 3.3: Art. 2 and 34	1.8	T1
INFO. 15	Distinguishes the types of dough according to their preparation methods.	F.2.1-2, O.1.2, F.3,	2.6.	T1

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
		F.4		

b) SKILLS AND COMPETENCIES

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Evaluation Tool
(* SC.1	Applies various cutting techniques with a knife to materials according to food characteristics and recipes.	List 3.3: Art. 5	2.1	P1
SC.2	Makes the vegetables and fruits ready for use.	I.1.1, L.1.1, L.5.1, N.1.2	2.2	P1
SC.3	Separates the meat from the bone by using the appropriate knife, without damaging or wasting the meat.	H.1.2 and 4-5	2.3	P1
SC.4	Separates the fat, membrane, meringue, nerve of meat or offal without damaging or wasting.	H.1.2 and 4-5	2.3	P1
(*SC.5	Performs cutting and chopping tasks of meat or offal in accordance with the recipe.	H.1.2 and 4-5	2.3	P1
SC.6	Sorts and cleans fish and seafood according to their species and characteristics.	H.5.1	2.4.	P1
SC.7	Shapes fish and seafood according to the type and the recipe to be applied (fillet, chopping, scoring, etc.).	H.5.1	2.4.	P1
SC.8	Whips the egg whites by whisking so that they don't spill out of the whipping bowl.	O.1.1	2.5.	P1
SC.9	Prepares sweet/salty biscuit, tart and pie dough.	O.1.2	2.7.	P1
SC.10	Prepares dough by baking.	O.1.2	2.7.	P1
SC.11	Prepares dough by whisking.	O.1.2	2.7.	P1
(* SC.12	Uses PPE (work shoes/slippers, cap, mask, etc.) suitable for the job.	A.2.2	3.1.	P1
SC.13	Wears work clothes (work uniform, smock, etc.) during work processes.	A.2.2	3.1.	P1
SC.14	Removes accessories (rings, tags, necklaces, watches, etc.) before starting work.	A.2.2	3.1.	P1
(* SC.15	Uses the tools and equipment (mixer, meat grinder, onion chopper, grinder, knives, etc.) in accordance with the safety instructions.	A.2.1-2	3.1.	P1
SC.16	Performs the practices for waste control and disposal in working areas related to food preparation and service.	B.2.4	3.1.	P1
SC.17	Maintains hand hygiene in food preparation practices.	D.1.1-2	3.2.	P1
(* SC.18	Applies hygiene, sanitation and food safety methods in the processing of vegetables and fruits.	3.3: Art. 11 and 14, N.1.1	3.2.	P1
(* SC.19	Applies hygiene and food safety methods in the processing of red meats, white meats and offal.	3.3: Art. 11 and 14	3.2.	P1
(* SC.20	Applies hygiene and food safety methods in the processing of fish and seafood.	3.3: Art. 11 and 14, H.1.6	3.2.	P1
(*)	Applies hygiene and food safety methods related to the	3.3: Art. 11 and 14	3.2.	P1

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Evaluation Tool
SC.21	use of eggs.			
SC.22	Applies the hygiene and food safety methods in the use of dough materials.	3.3: Art. 11 and 14	3.2.	P1
SC.23	Uses resources such as energy, materials, and equipment efficiently in meal and food preparation.	B.2.3, C.2.2-3	3.2.	P1

(*) Critical steps that must be accomplished in the practical exam

13UY0182-4/A5 SOUP PREPARATION QUALIFICATION UNIT

1	NAME OF THE QUALIFICATION UNIT	Soup Preparation
2	REFERENCE CODE	13UY0182-4
3	LEVEL	4
4	CREDIT VALUE	-
5	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
6	THE OCCUPATIONAL STANDARD THAT FORMS THE BASIS FOR THE QUALIFICATION UNIT	
10UMS0110-4 Cook (Level 4) National Occupational Standard		
7	LEARNING OUTCOMES	
<p><u>Learning Outcome-1: Makes the preliminary preparation of soups.</u> Performance Criteria: 1.1: Prepares the nutritious water to be used in soups. 1.2: Prepares thickeners and binders for soups.</p> <p><u>Learning Outcome-2: Prepares soup types.</u> Performance Criteria: 2.1: Prepares creamy soup types. 2.2: Prepares granular and mashed soup types. 2.3: Explains the preparation methods of clear soup varieties. 2.4: Prepares the cold soup types.</p> <p><u>Learning Outcome 3: Practices Occupational Health and Safety, hygiene, food safety and quality in the working environment.</u> Performance Criteria: 3.1: Performs Occupational Health and Safety and environmental practices in the environment where the food is prepared. 3.2: Provides hygiene, food safety and quality conditions in the environment where food is prepared.</p>		
8	ASSESSMENT AND EVALUATION	
8 a) Theoretical Exam		
(T1) Multiple Choice Exam: The theoretical exam for the A5 unit is carried out according to the "Information" checklist in Annex A5-2. In the theoretical exam, candidates should take a written examination (T1) consisting of at least five (5) four-option multiple-choice questions, each one with an equal point value. No points shall be deducted for wrong answers in the examination consisting of multiple-choice questions. Candidates are given an average time of 2 minutes per question during the examination. A candidate who answers at least 70% of the questions correctly in the written exam shall be deemed successful. The questions in the examination should assess all knowledge statements (Annex A5-2) intended to be assessed by the theoretical exam in this unit.		
8 b) Practical Exam		
(P1): The practical exam for A5 unit is realized as per the "Skills and Competencies" checklist given in		

Annex A5-2. The critical steps that must be accomplished by the candidate shall be specified in the skills and competencies checklist. In order for a candidate to succeed in the practical exam, they should score at least 80 out of 100 points (80%) in the overall examination, provided that they succeed in all the critical steps. The duration of the practical exam should correspond to the period in actual practice conditions within the specified scope. The practical exam shall be carried out in a real or realistically arranged work environment. All statements of skills and competencies (Annex A5-2) should be assessed with a practical exam.

8 c) Other Conditions Regarding Assessment and Evaluation

The validity period of the examinations foreseen for the unit shall be 1 year from the date of achievement of the examination. In order to obtain the unit, the time between achieved examination dates cannot exceed one year.

The validity period of qualification units is 2 years from the date of achievement of the unit.

If the candidate displays a behavior that could jeopardize their own safety and the safety of others, the examination shall be terminated.

9	INSTITUTION/ORGANIZATION(S) DEVELOPING THE QUALIFICATION UNIT	TESK (Confederation of Turkish Tradesmen and Craftsmen)
10	SECTOR COMMITTEE VERIFYING THE QUALIFICATION UNIT	VQA Tourism, Accommodation, Food and Beverage Services Sector Committee
11	VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO	First Approval 25.12.2013 - 2013/110 Revision No. 01 10.10.2017 – 2017/84

QUALIFICATION UNIT ANNEXES

ANNEX [A5]-1: Information on Recommended Training for the Awarding of Qualification Unit

1. Preliminary preparation of soups
 - 1.1: Preparing the nutritious water to be used in soups
 - 1.2: Preparing thickeners and binders for soups
2. Preparation of soup types
 - 2.1: Preparing creamy soup types
 - 2.2: Preparing granular and mashed soup types
 - 2.3: Preparation methods of clear soup types
 - 2.4: Preparation of cold soup types
3. Occupational Health and Safety, hygiene, food safety and quality practices in the working environment
 - 3.1: Occupational Health and Safety and environmental practices in the environment where the food is prepared
 - 3.2: Hygiene, food safety and quality conditions in the environment where the food is prepared

ANNEX [A5]-2: Checklist to be Used in the Assessment and Evaluation of the Qualification Unit

a) KNOWLEDGE

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
INFO.1	Explains how to make nutritious water to be prepared with basic broth and vegetables to be used in the preparation of soups.	E.1.1	1.1	T1
INFO.2	Explains the characteristics of the nutritious water to be prepared with basic broth and vegetables to be used in the preparation of soups.	E.1.1	1.1	T1
INFO.3	Lists the materials to be used in the preparation of thickener for soups.	E.1.2	1.2	T1
INFO.4	Lists the materials to be used in the preparation of binders for soups.	E.1.2	1.2	T1
INFO.5	Explains the preparation methods of clear soup types.	E.4.1-3	2.3	T1

b) SKILLS AND COMPETENCIES

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Assessment Tool
SC.1	Prepares broth or bone broth to be used in soups.	E.1.1	1.1	P1
SC.2	Prepares vegetable broth to be used in soups.	E.1.1	1.1	P1
SC.3	Prepares the thickener or binder of the soup prepared according to the recipe.	E.1.2	1.2	P1
SC.4	Prepares the creamy soup type.	E.2.1-4	2.1	P1
SC.5	Prepares the granular and mashed soup types.	E.3.1-4	2.2	P1
SC.6	Prepares the cold soup type.	E.5.1-4	2.4.	P1
(* SC.7	Uses PPE (work shoes/slippers, cap, mask, etc.) suitable for the job.	A.2.2	3.1.	P1
SC.8	Wears work clothes (work uniform, smock, etc.) during work processes.	A.2.2	3.1.	P1
SC.9	Removes accessories (rings, tags, necklaces, watches, etc.) before starting work.	A.2.2	3.1.	P1
(* SC.10	Uses stoves and ovens in accordance with Occupational Health and Safety instructions (Gas/LPG, electric, coal stoves and ovens).	A.2.1-2	3.1.	P1
SC.11	Uses equipment in accordance with safety instructions (mixer, meat grinder, onion chopper, grinder, knives, etc.).	A.2.1-2	3.1.	P1
SC.12	Maintains hand hygiene in food preparation practices.	D.1.1-2	3.2.	P1
(* SC.13	Applies hygiene, sanitation, and food safety methods in the processing of soup materials.	3.3: Art. 11 and 14, N.1.1	3.2.	P1
SC.14	Uses resources such as energy, materials, and equipment efficiently in meal and food preparation.	B.2.3, C.2.2-3	3.2.	P1

(* Critical steps that must be accomplished in the practical exam

**13UY0182-4/A6: PREPARATION OF SAUCES, APPETIZERS AND SALADS AND COOKING EGGS
QUALIFICATION UNIT**

1	NAME OF THE QUALIFICATION UNIT	Preparation of Sauces, Appetizers and Salads and Cooking Eggs
2	REFERENCE CODE	13UY0182-4/A6
3	LEVEL	4
4	CREDIT VALUE	-
5	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
6	THE OCCUPATIONAL STANDARD THAT FORMS THE BASIS FOR THE QUALIFICATION UNIT	10UMS0110-4 Cook (Level 4) National Occupational Standard
7	LEARNING OUTCOMES	<p><u>Learning Outcome 1: Prepares hot and cold sauces.</u> Performance Criteria: 1.1: Prepares hot sauce type. 1.2: Prepares cold sauce type.</p> <p><u>Learning Outcome 2: Prepares salad and appetizer types.</u> Performance Criteria: 2.1: Performs preliminary preparation tasks of salad and appetizers. 2.2: Prepares the salad according to its type and technique. 2.3: Prepares hot and cold appetizers according to their type, recipe and method.</p> <p><u>Learning Outcome 3: Cooks the egg in water, on the shallow frying-pan, in the pan.</u> Performance Criteria: 3.1: Cooks the egg with or without shell, by boiling it in water at the desired consistency. 3.2: Prepares an omelet in the pan by whisking the egg properly. 3.3: Cooks the egg in the desired form and consistency by frying it with oil in shallow frying-pan.</p> <p><u>Learning Outcome 4: Practices Occupational Health and Safety, hygiene, food safety and quality in the working environment.</u> Performance Criteria: 4.1: Performs Occupational Health and Safety and environmental practices in the environment where the food is prepared. 4.2: Provides hygiene, food safety and quality conditions in the environment where food is prepared.</p>
8	ASSESSMENT AND EVALUATION	
	8 a) Theoretical Exam	(T1) Multiple Choice Exam: The theoretical exam for the A6 unit is carried out according to the "Information" checklist in Annex A6-2. In the theoretical exam, candidates should take a written examination (T1) consisting of at least six (6) four-option multiple-choice questions, each one with an equal point value. No points shall be deducted for wrong answers in the examination consisting of multiple-choice questions. Candidates are given an average time of 2 minutes per question during the

<p>examination. A candidate who answers at least 70% of the questions correctly in the written examination shall be deemed successful. The questions in the examination should assess all knowledge statements (Annex A6-2) intended to be assessed through the theoretical exam in this unit.</p>		
<p>8 b) Practical Exam</p>		
<p>(P1): The practical exam for A6 unit is realized as per the "Skills and Competencies" checklist given in Annex A6-2. The critical steps that must be accomplished by the candidate shall be specified in the skills and competencies checklist. In order for a candidate to succeed in the practical exam, they should score at least 80 out of 100 points (80%) in the overall examination, provided that they succeed in all the critical steps. The duration of the practical exam should correspond to the period in actual practice conditions within the specified scope. The practical exam shall be carried out in a real or realistically arranged work environment. All statements of skills and competencies (Annex A6-2) should be assessed through a practical exam.</p>		
<p>8 c) Other Conditions Regarding Assessment and Evaluation</p>		
<p>The validity period of the examinations foreseen for the unit shall be 1 year from the date of achievement of the examination. In order to obtain the unit, the time between achieved examination dates cannot exceed one year.</p> <p>The validity period of qualification units is 2 years from the date of achievement of the unit.</p> <p>If the candidate displays a behavior that could jeopardize their own safety and the safety of others, the examination shall be terminated.</p>		
9	<p>INSTITUTION/ORGANIZATION(S) DEVELOPING THE QUALIFICATION UNIT</p>	<p>TESK (Confederation of Turkish Tradesmen and Craftsmen)</p>
10	<p>SECTOR COMMITTEE VERIFYING THE QUALIFICATION UNIT</p>	<p>VQA Tourism, Accommodation, Food and Beverage Services Sector Committee</p>
11	<p>VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO</p>	<p>First Approval 25.12.2013 - 2013/110 Revision No. 01 10.10.2017 – 2017/84</p>

QUALIFICATION UNIT ANNEXES

ANNEX [A6]-1: Information on Recommended Training for the Awarding of Qualification Unit

1. Preparation of hot and cold sauces
 - 1.1: Preparation of hot sauce type
 - 1.2: Preparation of cold sauce type

2. Preparation of salads and appetizer types
 - 2.1: Preliminary preparation tasks of salad and appetizers
 - 2.2: Preparation of the salad according to the type and technique
 - 2.3: Preparation of the hot and cold appetizers according to their type, recipe and method

3. Cooking the egg
 - 3.1: Boiling the egg with or without shell in water at the desired consistency
 - 3.2: Preparing an omelet in the pan by whisking the egg properly.
 - 3.3: Cooking the egg in the desired form and consistency by frying it with oil in shallow frying-pan

4. Occupational Health and Safety, hygiene, food safety and quality in the working environment

4.1: Occupational Health and Safety and environmental practices in the environment where the food is prepared

4.2: Hygiene, food safety and quality conditions in the environment where the food is prepared

ANNEX [A6]-2: Checklist to be Used in the Assessment and Evaluation of the Qualification Unit

a) KNOWLEDGE

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
INFO. 1	Explains the meals/foods to be used according to the hot sauce types.	G.1.1-6	1.1	T1
INFO. 2	Explains the characteristics of hot sauce types.	G.1.1-6	1.1	T1
INFO. 3	Explains the meals/foods to be used according to the cold sauce types.	G.6.1-3	1.2	T1
INFO. 4	Explains the characteristics of cold sauce types.	G.6.1-3	1.2	T1
INFO. 5	Lists the materials to be used in the preparation of hot and cold appetizers.	N.1.6, N.2.1-2	2.3	T1
INFO. 6	Explains the characteristics of hot and cold appetizer types.	N.1.6, N.2.1-2	2.3	T1

b) SKILLS AND COMPETENCIES

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Assessment Tool
SC.1	Prepares tomato sauce according to its method and consistency.	G.1.1-6	1.1	P1
SC.2	Prepares bechamel sauce according to its method and consistency.	G.1.1-6	1.1	P1
SC.3	Prepares a cold sauce type according to its method and consistency.	G.6.1-3	1.2	P1
SC.4	Processes the ingredients of the salad and appetizers that they will prepare in accordance with the recipe.	N.1.3-5	2.1	P1
SC.5	Prepares the salad sauce with the technique in accordance with its recipe.	N.3.1-2	2.2	P1
SC.6	Arranges the ingredients and sauce of the salad in the appropriate plate/container.	N.3.1-2	2.2	P1
SC.7	Prepares the hot appetizer type according to the recipe.	N.1.6, N.2.1-2	2.3	P1

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification on Unit Performance Criteria	Assessment Tool
SC.8	Prepares the cold appetizer type according to the recipe.	N.1.6, N.2.1-2	2.3	P1
SC.9	Cooks the shelled egg by boiling it in water to the desired consistency, soft-boiled or apricot consistency or solid.	K.1.1-2	3.1.	P1
SC.10	Cooks the egg, separated from its shell, in hot water prepared in accordance with the poaching method, using the poaching method so that the yolk of the egg does not disperse.	K.1.3-4	3.1.	P1
SC.11	Whisks the egg whites and yolks together to mix well.	K.2.1-2	3.2.	P1
SC.12	Cooks an omelet to the desired consistency with whipped eggs.	K.2.1-2	3.2.	P1
SC.13	Cooks the egg by frying it with oil so that the white and yolk do not deteriorate, the white is cooked and the yolk remains fluid.	K.3.1-3	3.3.	P1
(*) SC.14	Uses PPE (work shoes/slippers, cap, mask, etc.) suitable for the job.	A.2.2	4.1.	P1
SC.15	Wears work clothes (work uniform, smock, etc.) during work processes.	A.2.2	4.1.	P1
SC.16	Removes accessories (rings, tags, necklaces, watches, etc.) before starting work.	A.2.2	4.1.	P1
(*) SC.17	Uses the stoves and ovens (Gas/LPG, electric, coal-fired stoves and ovens) in accordance with the safety instructions.	A.2.1-2	4.1.	P1
SC.18	Uses the equipment (mixer, meat grinder, onion chopper, grinder, knives, etc.) in accordance with the safety instructions.	A.2.1-2	4.1.	P1
SC.19	Maintains hand hygiene in food preparation practices.	D.1.1-2	4.2.	P1
(*) SC.20	Applies hygiene, sanitation and food safety methods in the processing of sauces, appetizers, salad ingredients.	3.3: Art. 11 and 14, N.1.1	4.2.	P1
(*) SC.21	Applies hygiene and food safety methods related to the use of eggs.	3.3: Art. 11 and 14	4.2.	P1
SC.22	Uses resources such as energy, materials and equipment efficiently and economically in meal and food preparation.	B.2.3, C.2.2-3	4.2.	P1

(*) Critical steps that must be accomplished in the practical exam

13UY0182-4/A7 PREPARATION OF MEAT AND SEAFOOD MEALS QUALIFICATION UNIT

1	NAME OF THE QUALIFICATION UNIT	Preparation of Meat and Seafood Meals
2	REFERENCE CODE	13UY0182-4/A7
3	LEVEL	4
4	CREDIT VALUE	-
5	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
6	THE OCCUPATIONAL STANDARD THAT FORMS THE BASIS FOR THE QUALIFICATION UNIT	10UMS0110-4 Cook (Level 4) National Occupational Standard
7	LEARNING OUTCOMES	<p><u>Learning Outcome-1: Prepares meat dishes/meals served hot and cold.</u> Performance Criteria: 1.1: Explains the methods of marinating meats according to their types. 1.2: Prepares meat dishes that are served hot, according to their type, with a technique suitable for their recipe. 1.3: Explains the preparation methods of meat types that are served cold. 1.4: Prepares the cooked meat dish to be presented in a proper manner.</p> <p><u>Learning Outcome-2: Prepares a meat dish made by being stuffed.</u> Performance Criteria: 2.1: Prepares meats suitable for being stuffed. 2.2: Prepares stuffing of the stuffed meat according to the recipe. 2.3: Prepares the stuffed meat type with stuffing and meat and cooks it in accordance with the technique.</p> <p><u>Learning Outcome 3: Prepares fish and seafood meal/dishes.</u> Performance Criteria: 3.1: Prepares fish and seafood dishes according to their type, using the appropriate technique and using the appropriate cooking tool. 3.2: Prepares the cooked fish and seafood dishes for presentation in a proper manner.</p> <p><u>Learning Outcome 4: Practices Occupational Health and Safety, hygiene, food safety and quality in the working environment.</u> Performance Criteria: 4.1: Performs Occupational Health and Safety and environmental practices in the environment the products are prepared. 4.2: Provides hygiene, food safety and quality conditions in the environment where food is prepared.</p>
8	ASSESSMENT AND EVALUATION	
8 a) Theoretical Exam		
(T1) Multiple Choice Exam: The theoretical exam for the A7 unit is carried out according to the "Information" checklist in Annex A7-2. In the theoretical exam, candidates should take a written examination (T1) consisting of at least five (5) four-option multiple-choice questions, each one with an equal point value. No points shall be deducted for wrong answers in the examination consisting of		

multiple-choice questions. Candidates are given an average time of 2 minutes per question during the examination. A candidate who answers at least 70% of the questions correctly in the written exam shall be deemed successful. The questions in the examination should assess all knowledge statements (Annex A7-2) intended to be assessed by the theoretical exam in this unit.

8 b) Practical Exam

(P1): The practical exam for A7 unit is realized as per the "Skills and Competencies" checklist given in Annex A7-2. The critical steps that must be accomplished by the candidate shall be specified in the skills and competencies checklist. In order for a candidate to succeed in the practical exam, they should score at least 80 out of 100 points (80%) in the overall examination, provided that they succeed in all the critical steps. The duration of the practical exam should correspond to the period in actual practice conditions within the specified scope. The practical exam shall be carried out in a real or realistically arranged work environment. All statements of skills and competencies (Annex A7-2) should be assessed with a practical exam.

8 c) Other Conditions Regarding Assessment and Evaluation

The validity period of the examinations foreseen for the unit shall be 1 year from the date of achievement of the examination. In order to obtain the unit, the time between achieved examination dates cannot exceed one year.

The validity period of qualification units is 2 years from the date of achievement of the unit.

If the candidate displays a behavior that could jeopardize their own safety and the safety of others, the examination shall be terminated.

9	INSTITUTION/ORGANIZATION(S) DEVELOPING THE QUALIFICATION UNIT	TESK (Confederation of Turkish Tradesmen and Craftsmen)
10	SECTOR COMMITTEE VERIFYING THE QUALIFICATION UNIT	VQA Tourism, Accommodation, Food and Beverage Services Sector Committee
11	VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO	First Approval 25.12.2013 - 2013/110 Revision No. 01 10.10.2017 – 2017/84

QUALIFICATION UNIT ANNEXES

ANNEX [A7]-1: Information on Recommended Training for Acquisition of a Qualification Unit

1. Preparing meat dishes/meals served hot and cold
 - 1.1: The methods of marinating meats according to their types
 - 1.2: Preparing meat dishes that are served hot, according to their type, with a technique suitable for their recipe
 - 1.3: The preparation methods of meat types that are served cold
 - 1.4: Preparing the cooked meat dishes for presentation
2. Preparing meat dishes made by being stuffed
 - 2.1: Preparation of meats suitable for being stuffed
 - 2.2: Preparation of stuffing of the stuffed meat according to the recipe
 - 2.3: Preparation of the stuffed meat type with stuffing and meat and cooking it in accordance with the technique
3. Preparation of fish and seafood dishes

3.1: Preparation of fish and seafood dishes, according to their type, with the technique according to the recipe and with the appropriate cooking tool

3.2: Preparation of fish and seafood dishes for presentation

4. Occupational Health and Safety, hygiene, food safety and quality practices in the working environment

4.1: Implementing Occupational Health and Safety and environmental practices in the environment where the products are prepared

4.2: Hygiene, food safety and quality conditions in the environment where the food is prepared

ANNEX [A7]-2: Checklist to be Used in the Assessment and Evaluation of the Qualification Unit

a) KNOWLEDGE

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
INFO. 1	Explains the methods of marinating meats according to their types.	H.1.3	1.1	T1
INFO. 2	Explains the preparation methods of meat types that are served cold.	H.4.1-2, H.3.1-5	1.3	T1

b) SKILLS AND COMPETENCIES

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Evaluation Tool
SC.1	Prepares meat dishes that are served hot, according to their type, with a technique suitable for their recipe.	H.1.1 and 7	1.2	P1
SC.2	Prepares the cooked meat dish/dishes to be presented in a proper manner.	H.1.8, H.4.3	1.4	P1
SC.3	Makes the meat ready for being stuffed by using appropriate techniques.	H.2.1	2.1	P1
SC.4	Prepares the stuffing of the stuffed meat according to the recipe.	H.2.2	2.2	P1
SC.5	Shapes the stuffed meat type according to the recipe with the stuffing and meat.	H.2.3-6	2.3	P1
SC.6	Cooks the shaped stuffed meats in accordance with the technique.	H.2.3-6	2.3	P1
SC.7	Cooks the given fish in accordance with its type and technique.	H.5.2	3.1.	P1
SC.8	Cooks the given seafood in accordance with its technique and recipe.	H.5.2	3.1.	P1
SC.9	Uses plates/containers suitable for the fish and seafood to be served.	H.5.3	3.2.	P1
SC.10	Uses the appropriate garnish for the fish and seafood to be served.	H.5.3	3.2.	P1

(*) SC.11	Uses PPE (work shoes/slippers, cap, mask, etc.) suitable for the job.	A.2.2	4.1.	P1
SC.12	Wears work clothes (work uniform, smock, etc.) during work processes.	A.2.2	4.1.	P1
SC.13	Removes accessories (rings, tags, necklaces, watches, etc.) before starting work.	A.2.2	4.1.	P1
(*) SC.14	Uses the stoves and ovens (Gas/LPG, electric, coal-fired stoves and ovens) in accordance with the safety instructions.	A.2.1-2	4.1.	P1
(*) SC.15	Uses the equipment (mixer, meat grinder, onion chopper, grinder, knives, etc.) in accordance with the safety instructions.	A.2.1-2	4.1.	P1
SC.16	Takes safety precautions in kitchen working areas (oil, cream etc. substances spilled on the floor).	A.2.1-2	4.1.	P1
SC.17	Maintains hand hygiene in food preparation practices.	D.1.1-2	4.2.	P1
(*) SC.18	Applies hygiene and food safety methods in the processing of red meats, white meats and offal.	3.3: Art. 11 and 14	4.2.	P1
(*) SC.19	Applies hygiene and food safety methods in the processing of fish and seafood.	3.3: Art. 11 and 14, H.1.6	4.2.	P1
SC.20	Uses resources such as energy, materials and equipment efficiently and economically in meal and food preparation.	B.2.3, C.2.2-3	4.2.	P1

(*) Critical steps that must be accomplished in the practical exam

**13UY0182-4/A8 PREPARATION OF VEGETABLES, LEGUMES DISHES AND VEGETABLE
GARNISHES QUALIFICATION UNIT**

1	NAME OF THE QUALIFICATION UNIT	Preparation of Vegetables, Legumes and Vegetable Garnishes
2	REFERENCE CODE	13UY0182-4/A8
3	LEVEL	4
4	CREDIT VALUE	-
5	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
6	THE OCCUPATIONAL STANDARD THAT FORMS THE BASIS FOR THE QUALIFICATION UNIT	10UMS0110-4 Cook (Level 4) National Occupational Standard
7	LEARNING OUTCOMES	<p><u>Learning Outcome-1: Applies various vegetable cooking methods.</u> Performance Criteria: 1.1: Boils the vegetables to the appropriate consistency. 1.2: Fries the vegetables in oil at the appropriate consistency. 1.3: Cooks vegetables in the appropriate consistency by steaming. 1.4: Prepares the vegetable gratin with the appropriate technique.</p> <p><u>Learning Outcome-2: Prepares fresh vegetable and legumes dishes.</u> Performance Criteria: 2.1: Makes preliminary preparations of vegetables and legumes. 2.2: Prepares fresh vegetable or legumes dishes according to their type with the technique according to the recipe.</p> <p><u>Learning Outcome 3: Prepares the stuffed vegetables and stuffed vine leaves with meat and olive oil.</u> Performance Criteria: 3.1: Makes the stuffing and preliminary preparations of the stuffed vegetables and stuffed vine leaves. 3.2: Prepares the stuffed vegetables and stuffed vine leaves with meat and olive oil in accordance with the recipe.</p> <p><u>Learning Outcome 4: Prepares vegetable garnishes.</u> Performance Criteria: 4.1: Prepares mashed potatoes with the basic method. 4.2: Prepares vegetable garnish by cooking in the oven at the appropriate consistency. 4.3: Prepares vegetable garnish in the pan with the appropriate method. 4.4: Prepares vegetable garnish on the grill according to the recipe.</p> <p><u>Learning Outcome 5: Practices Occupational Health and Safety, hygiene, food safety and quality in the working environment.</u> Performance Criteria: 5.1: Performs Occupational Health and Safety and environmental practices in the environment the</p>

products are prepared.	
5.2: Provides hygiene, food safety and quality conditions in the environment where food is prepared.	
8	ASSESSMENT AND EVALUATION
8 a) Theoretical Exam	
(T1) Multiple Choice Exam: The theoretical exam for the A8 unit is carried out according to the "Information" checklist in Annex A8-2. In the theoretical exam, candidates should take a written examination (T1) consisting of at least five (5) four-option multiple-choice questions, each one with an equal point value. No points shall be deducted for wrong answers in the examination consisting of multiple-choice questions. Candidates are given an average time of 2 minutes per question during the examination. A candidate who answers at least 70% of the questions correctly in the written exam shall be deemed successful. The questions in the examination should assess all knowledge statements (Annex A8-2) intended to be assessed by the theoretical exam in this unit.	
8 b) Practical Exam	
(P1): The practical exam for A8 unit is realized as per the "Skills and Competencies" checklist given in Annex A8-2. The critical steps that must be accomplished by the candidate shall be specified in the skills and competencies checklist. In order for a candidate to succeed in the practical exam, they should score at least 80 out of 100 points (80%) in the overall examination, provided that they succeed in all the critical steps. The duration of the practical exam should correspond to the period in actual practice conditions within the specified scope. The practical exam shall be carried out in a real or realistically arranged work environment. All statements of skills and competencies (Annex A8-2) should be assessed through a practical exam.	
8 c) Other Conditions Regarding Assessment and Evaluation	
The validity period of the examinations foreseen for the unit shall be 1 year from the date of achievement of the examination. In order to obtain the unit, the time between achieved examination dates cannot exceed one year.	
The validity period of qualification units is 2 years from the date of achievement of the unit.	
If the candidate displays a behavior that could jeopardize their own safety and the safety of others, the examination shall be terminated.	
9	INSTITUTION/ORGANIZATION(S) DEVELOPING THE QUALIFICATION UNIT TESK (Confederation of Turkish Tradesmen and Craftsmen)
10	SECTOR COMMITTEE VERIFYING THE QUALIFICATION UNIT VQA Tourism, Accommodation, Food and Beverage Services Sector Committee
11	VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO First Approval 25.12.2013 - 2013/110 Revision No. 01 10.10.2017 – 2017/84

QUALIFICATION UNIT ANNEXES

ANNEX [A8]-1: Information on Recommended Training for the Awarding of Qualification Unit

1. Methods for cooking the vegetables
 - 1.1: Boiling the vegetables to the appropriate consistency
 - 1.2: Frying the vegetables in oil at the appropriate consistency
 - 1.3: Cooking the vegetables in the appropriate consistency by steaming
 - 1.4: Preparing the vegetable gratin with the appropriate technique

2. Preparation of the fresh vegetable and legumes dishes
 - 2.1: Preliminary preparation of the vegetables and legumes
 - 2.2: Preparation of fresh vegetable or legumes dishes according to the type with the technique according to the recipe
3. Preparation of the stuffed vegetables and stuffed vine leaves with meat and olive oil
 - Preparation of the stuffing of the stuffed vegetables and stuffed vine leaves
 - 3.2: Preparation of the stuffed vegetables and stuffed vine leaves with meat and olive oil with the method according to the recipe
4. Preparing vegetable garnishes
 - 4.1: Preparing mashed potatoes with the basic method
 - 4.2: Preparing vegetable garnish by cooking in the oven at the appropriate consistency
 - 4.3: Preparing vegetable garnish in the pan with the appropriate method
 - 4.4: Preparing vegetable garnish on the grill according to the recipe
5. Occupational Health and Safety, hygiene, food safety and quality practices in the working environment
 - 5.1: Occupational Health and Safety and environmental practices in the environment the products are prepared
 - 5.2: Hygiene, food safety and quality conditions in the environment where the food is prepared

ANNEX [A8]-2: Checklist to be Used in the Assessment and Evaluation of the Qualification Unit

c) KNOWLEDGE

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
INFO. 1	Explains the methods of shaping vegetables according to their type and recipe.	I.1.1	2.1	T1
INFO. 2	Explains the basic methods/tasks for the preparation of legumes for cooking.	I.1.3, I.5.1	2.1	T1
INFO. 3	Explains the basic methods/tasks of preparing vegetables for cooking.	I.1.3, I.5.1	2.1	T1

d) SKILLS AND COMPETENCIES

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Evaluation Tool
SC.1	Boils the vegetables in such a way that their color and starchiness are in the appropriate consistency.	I.2.1-2, L.2.1-3, L.8.1-3	1.1	P1
SC.2	Fries vegetables without absorbing oil and by keeping their color.	I.3.1-3, L.1.1-3	1.2	P1
SC.3	Cooks vegetables in steam to a consistency that preserves their color and starchiness.	L.6.1-2	1.3	P1

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Evaluation Tool
SC.4	Boils the vegetable to be made gratin to a starchiness that can go into the oven.	I.4.1-2	1.4	P1
SC.5	Bakes vegetable gratin according to the recipe with the proper technique.	I.4.1-2	1.4	P1
SC.6	According to the type of fresh vegetables, performs the preparation for cooking tasks in accordance with the recipe and technique.	I.1.1-3, I.5.1	2.1	P1
SC.7	Performs the preparation processes for cooking legumes in accordance with the recipe and technique according to their type.	I.1.1-3, I.5.1	2.1	P1
SC.8	Prepares the fresh vegetable dish with the technique according to the recipe.	I.5.2-5	2.2	P1
SC.9	Prepares legumes dishes with the technique in accordance with the recipe.	I.5.2-5	2.2	P1
SC.10	Makes the preliminary preparation of the material to be stuffed or wrapped according to its technique.	I.1.2-4, I.6.1-5	3.1.	P1
SC.11	Prepares the stuffing of the stuffed vegetables and stuffed vine leaves type according to the recipe.	I.1.2-4, I.6.1-5	3.1.	P1
SC.12	Shapes the stuffed vegetables and stuffed vine leaves with meat and olive oil with the technique in accordance with the recipe.	I.6.6-8	3.2.	P1
SC.13	Cooks the stuffed vegetables and stuffed vine leaves with meat and olive oil with the technique in accordance with the recipe.	I.6.6-8	3.2.	P1
SC.14	Prepares mashed potatoes according to the recipe.	L.3.1-2	4.1.	P1
SC.15	Prepares vegetable garnish by cooking it in the oven at good starchiness.	L.4.1-3	4.2.	P1
SC.16	Prepares a mixed vegetable garnish by roasting it in a pan (saute) or cooking it in its own juice and sauce, according to its method.	L.5.1-2, L.7.1-2,	4.3.	P1
SC.17	Prepares vegetable garnish by cooking on the grill in accordance with the technique and recipe.	L.9.1-2	4.4.	P1
(*) SC.18	Uses PPE (work shoes/slippers, cap, mask, etc.) suitable for the job.	A.2.2	5.1.	P1
SC.19	Wears work clothes (work uniform, smock, etc.) during work processes.	A.2.2	5.1.	P1
SC.20	Removes accessories (rings, tags, necklaces, watches, etc.) before starting work.	A.2.2	5.1.	P1
(*) SC.21	Uses the stoves and ovens (Gas/LPG, electric, coal-fired stoves and ovens) in accordance with the safety instructions.	A.2.1-2	5.1.	P1
(*) SC.22	Uses the equipment (mixer, meat grinder, onion chopper, grinder, knives, etc.) in accordance with the safety instructions.	A.2.1-2	5.1.	P1
(*) SC.23	Takes safety precautions in kitchen working areas (oil, cream etc. spilled on the floor).	A.2.1-2	5.1.	P1
SC.24	Maintains hand hygiene in food preparation practices.	D.1.1-2	5.2.	P1
(*) SC.25	Applies hygiene, sanitation and food safety methods in the processing of vegetables and legumes.	3.3: Art. 11 and 14, N.1.1	5.2.	P1

No.	Statement of Skills and Competencies	NOS- Related Department	Qualifica tion Unit Performa nce Criteria	Evaluation Tool
SC.26	Uses resources such as energy, materials and equipment efficiently and economically in meal and food preparation.	B.2.3, C.2.2-3	5.2.	P1

(*) Critical steps that must be accomplished in the practical exam

**13UY0182-4/A9 PREPARATION OF PASTRIES, RICE AND PASTA VARIETIES
QUALIFICATION UNIT**

1	NAME OF THE QUALIFICATION UNIT	Preparation of Pastries, Rice Dish and Pasta Varieties
2	REFERENCE CODE	13UY0182-4/A9
3	LEVEL	4
4	CREDIT VALUE	-
5	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
6	THE OCCUPATIONAL STANDARD THAT FORMS THE BASIS FOR THE QUALIFICATION UNIT	10UMS0110-4 Cook (Level 4) National Occupational Standard
7	LEARNING OUTCOMES	<p><u>Learning Outcome 1: Prepares the type(s) of pastry.</u> Performance Criteria: 1.1: Prepares homogenized dough and leavened dough in accordance with the method. 1.2: Prepares the type(s) of pastry by using dough prepared by homogenization.</p> <p><u>Learning Outcome 2: Prepares rice dish and pasta type(s).</u> Performance Criteria: 2.1: Prepares rice dish by pre-preparing the rice dish material, using the method according to the recipe, with the releasing technique and roasting. 2.2: Prepares the pasta dough in accordance with the method. 2.3: Prepares the pasta type(s) with the appropriate method and in the appropriate consistency.</p> <p><u>Learning Outcome 3: Practices Occupational Health and Safety, hygiene, food safety and quality in the working environment.</u> Performance Criteria: 3.1: Performs Occupational Health and Safety and environmental practices in the environment where the food is prepared. 3.2: Provides hygiene, food safety and quality conditions in the environment where the food is prepared.</p>
8	ASSESSMENT AND EVALUATION	
8 a) Theoretical Exam		
There is no theoretical exam for the A9 unit.		
8 b) Practical Exam		
(P1): The practical exam for A9 unit is realized as per the "Skills and Competencies" checklist given in Annex A9-2. The critical steps that must be accomplished by the candidate shall be specified in the skills and competencies checklist. In order for a candidate to succeed in the practical exam, they should score at least 80 out of 100 points (80%) in the overall examination, provided that they succeed in all the critical steps. The duration of the practical exam should correspond to the period in actual practice conditions within the specified scope. The practical exam shall be carried out in a real or realistically arranged work		

environment. All statements of skills and competencies (Annex A9-2) should be assessed with a practical exam.		
8 c) Other Conditions Regarding Assessment and Evaluation		
The candidate should pass P1 exam in order to be considered successful in the mentioned unit. The validity period of the qualification unit is 2 years from the date of achievement of the unit.		
If the candidate displays a behavior that could jeopardize their own safety and the safety of others, the examination shall be terminated.		
9	INSTITUTION/ORGANIZATION(S) DEVELOPING THE QUALIFICATION UNIT	TESK (Confederation of Turkish Tradesmen and Craftsmen)
10	SECTOR COMMITTEE VERIFYING THE QUALIFICATION UNIT	VQA Tourism, Accommodation, Food and Beverage Services Sector Committee
11	VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO	First Approval 25.12.2013 - 2013/110 Revision No. 01 10.10.2017 – 2017/84

QUALIFICATION UNIT ANNEXES

ANNEX [A9]-1: Information on Recommended Training for the Awarding of Qualification Unit

1. Preparation of the types of pastries
 - 1.1: Preparing homogenized dough and leavened dough in accordance with the method
 - 1.2: Preparing the type(s) of pastry by using dough prepared by homogenization
2. Preparation of rice dish and pasta types
 - 2.1: Pre-preparation and preparation of rice dish with the method according to the recipe
 - 2.2: Preparing the pasta dough in accordance with the method
 - 2.3: Preparation of pasta types with the appropriate method and in the appropriate consistency
3. Occupational Health and Safety, hygiene, food safety and quality practices in the working environment
 - 3.1: Occupational Health and Safety and environmental practices in the environment where the food is prepared
 - 3.2: Hygiene, food safety and quality conditions in the environment where the food is prepared

ANNEX [A9]-2: Checklist to be Used in the Assessment and Evaluation of the Qualification Unit

e) KNOWLEDGE

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
-				

f) SKILLS AND COMPETENCIES

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Evaluation Tool
SC.1	Prepares dough in accordance with its method by homogenizing.	F.1.2, F.2.1-2	1.1	P1
SC.2	Prepares leavened dough in accordance with the method.	F.1.2, F.2.1-2	1.1	P1
SC.3	Prepares the inner material of the pastry type prepared by homogenization, in accordance with its recipe.	F.1.1,	1.2	P1
SC.4	Shapes the dough, which is prepared by homogenization, by using the filling ingredient.	F.2.3	1.2	P1
SC.5	Cooks the pastry type prepared with the dough made by homogenization in accordance with its texture.	F.2.4	1.2	P1
SC.6	Performs the preliminary preparation tasks of the material to be made rice dish in accordance with the technique.	J.1.1-2	2.1	P1
SC.7	Prepares rice dish according to the recipe with the releasing method.	J.2.1-3	2.1	P1
SC.8	Prepares rice dish according to the recipe by roasting method.	J.3.1-4	2.1	P1
SC.9	Prepares pasta dough in accordance with its method.	F.1.2, F.3.1-2	2.2	P1
SC.10	Cooks the type of pasta with the method in accordance with the recipe and in a way that it does not become doughy and sticky, with sufficient starchiness.	F.3.3-5, J.4.1-4	2.3	P1
(*) SC.11	Uses PPE (work shoes/slippers, cap, mask, etc.) suitable for the job.	A.2.2	3.1.	P1
SC.12	Wears work clothes (work uniform, smock, etc.) during work processes.	A.2.2	3.1.	P1
SC.13	Takes off accessories before work (ring, bracelet, watch, etc.)	A.2.2	3.1.	P1
(*) SC.14	Uses the stoves and ovens (Gas/LPG, electric, coal-fired stoves and ovens) in accordance with the safety instructions.	A.2.1-2	3.1.	P1
(*) SC.15	Uses the equipment (mixer, meat grinder, onion chopper, grinder, knives, etc.) in accordance with the safety instructions.	A.2.1-2	3.1.	P1
(*) SC.16	Takes safety precautions in kitchen working areas (oil, cream etc. substances spilled on the floor).	A.2.1-2	3.1.	P1
SC.17	Maintains hand hygiene in food preparation practices.	D.1.1-2	3.2.	P1
(*) SC.18	Applies the hygiene, sanitation and food safety methods in the processing of pastry, rice dish and pasta materials.	3.3: Art. 11 and 14, N.1.1	3.2.	P1
SC.19	Uses resources such as energy, materials and equipment efficiently and economically in meal and food preparation.	B.2.3, C.2.2-3	3.2.	P1

(*) Critical steps that must be accomplished in the practical exam

13UY0182-4/A10 PREPARATION OF BASIC DESSERTS QUALIFICATION UNIT

1	NAME OF THE QUALIFICATION UNIT	Preparing Basic Desserts
2	REFERENCE CODE	13UY0182-4/A10
3	LEVEL	4
4	CREDIT VALUE	-
5	A) Publication Date	25/12/2013
	B) REVISION/AMENDMENT NO	Revision No: 01 Amendment No: 01
	C) REVISION/AMENDMENT DATE	Revision No. 01 10.10.2017-2017/84 Amendment No. 01 10/06/2020-1570
6	THE OCCUPATIONAL STANDARD THAT FORMS THE BASIS FOR THE QUALIFICATION UNIT	
10UMS0110-4 Cook (Level 4) National Occupational Standard		
7	LEARNING OUTCOMES	
<p><u>Learning Outcome-1: Prepares desserts with milk, chocolate or dough.</u> Performance Criteria: 1.1: Prepares milk or chocolate dessert by cooking it according to the recipe. 1.2: Prepares the pastry dessert for presentation by cooking it according to the recipe.</p> <p><u>Learning Outcome-2: Prepares fruit dessert, composte and compote.</u> Performance Criteria: 2.1: Prepares the fruit dessert according to the recipe. 2.2: Prepares composte or compote.</p> <p><u>Learning Outcome 3: Practices Occupational Health and Safety, hygiene, food safety and quality in the working environment.</u> Performance Criteria: 3.1: Performs Occupational Health and Safety and environmental practices in the environment where the food is prepared. 3.2: Provides hygiene, food safety and quality conditions in the environment where the food is prepared.</p>		
8	ASSESSMENT AND EVALUATION	
8 a) Theoretical Exam		
There is no theoretical exam for the A10 unit.		
8 b) Practical Exam		
(P1): The practical exam for A10 unit is realized as per the "Skills and Competencies" checklist given in Annex A10-2. The critical steps that must be accomplished by the candidate shall be specified in the skills and competencies checklist. In order for a candidate to succeed in the practical exam, they should score at least 80 out of 100 points (80%) in the overall examination, provided that they succeed in all the critical steps. The duration of the practical exam should correspond to the period in actual practice conditions within the specified scope. The practical exam shall be carried out in a real or realistically arranged work environment. All statements of skills and competencies (Annex A10-2) should be assessed with a practical exam.		

8 c) Other Conditions Regarding Assessment and Evaluation		
The candidate should pass P1 exam in order to be considered successful in the mentioned unit. The validity period of the qualification unit is 2 years from the date of achievement of the unit.		
If the candidate displays a behavior that could jeopardize their own safety and the safety of others, the examination shall be terminated.		
9	INSTITUTION/ORGANIZATION(S) DEVELOPING THE QUALIFICATION UNIT	TESK (Confederation of Turkish Tradesmen and Craftsmen)
10	SECTOR COMMITTEE VERIFYING THE QUALIFICATION UNIT	VQA Tourism, Accommodation, Food and Beverage Services Sector Committee
11	VQA EXECUTIVE BOARD'S APPROVAL DATE AND NO	First Approval 25.12.2013 - 2013/110 Revision No. 01 10.10.2017 – 2017/84

QUALIFICATION UNIT ANNEXES

ANNEX [A10]-1: Information on Recommended Training for the Awarding of Qualification Unit

1. Preparing desserts with milk, chocolate or dough
 - 1.1: Cooking the milk and chocolate dessert according to the recipe
 - 1.2: Preparing the pastry dessert for presentation by cooking it according to the recipe
2. Preparing fruit dessert, composte and compote.
 - 2.1: Preparation of the fruit dessert according to the recipe
 - 2.2: Preparing composte or compote.
3. Occupational Health and Safety, hygiene, food safety and quality practices in the working environment
 - 3.1: Occupational Health and Safety and environmental practices in the environment where the food is prepared
 - 3.2: Hygiene, food safety and quality conditions in the environment where the food is prepared

ANNEX [A10]-2: Checklist to be Used in the Assessment and Evaluation of the Qualification Unit

g) KNOWLEDGE

No.	Knowledge Statement	NOS-Related Department	Qualification Unit Performance Criteria:	Evaluation Tools
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h) SKILLS AND COMPETENCIES

No.	Statement of Skills and Competencies	NOS-Related Department	Qualification Unit Performance Criteria	Evaluation Tool
SC.1	Prepares the milk or chocolate dessert according to its recipe.	O.1.1	1.1	P1
SC.2	Prepares the dough of the pastry dessert according to its recipe.	O.1.2,	1.2	P1
SC.3	Shapes the dough of the pastry dessert according to its recipe.	O.1.3	1.2	P1
SC.4	Prepares the syrup of the pasty dessert type in a texture suitable for its recipe.	O.1.4,	1.2	P1
SC.5	Cooks the doughy dessert in the appropriate texture and adds syrup in accordance with its technique.	O.1.5	1.2	P1
SC.6	Shapes the fruit and other ingredients of the fruit dessert type according to its recipe.	O.2.1	2.1	P1
SC.7	Cooks the fruit dessert type and prepares it for presentation.	O.2.2-3	2.1	P1
SC.8	Prepares the fruits and dryness required for compote/compote according to the recipe.	O.3.1	2.2	P1
SC.9	Cooks compote/compote and prepares it for presentation.	O.3.2	2.2	P1
(*) SC.10	Uses PPE (work shoes/slippers, cap, mask, etc.) suitable for the job.	A.2.2	3.1.	P1
SC.11	Wears work clothes (work uniform, smock, etc.) during work processes.	A.2.2	3.1.	P1
SC.12	Takes off accessories before work (ring, bracelet, watch, etc.)	A.2.2	3.1.	P1
(*) SC.13	Uses the stoves and ovens (Gas/LPG, electric, coal-fired stoves and ovens) in accordance with the safety instructions.	A.2.1, A.2.2	3.1.	P1
(*) SC.14	Uses the equipment (mixer, meat grinder, onion chopper, grinder, knives, etc.) in accordance with the safety instructions.	A.2.1, A.2.2	3.1.	P1
(*) SC.15	Takes safety precautions in kitchen working areas (oil, cream etc. spilled on the floor).	A.2.1, A.2.2	3.1.	P1
SC.16	Maintains hand hygiene in food preparation practices.	D.1.1, D.1.2	3.2.	P1
(*) SC.17	Applies hygiene, sanitation and food safety methods in the processing of dessert materials.	3.3: Art. 11 and 14, N.1.1	3.2.	P1
SC.18	Uses resources such as energy, materials and equipment efficiently and economically in food preparation.	B.2.3, C.2.2-3	3.2.	P1

(*) Critical steps that must be accomplished in the practical exam

QUALIFICATION ANNEXES

ANNEX 1: Qualification Units

13UY0182-4/A1: Occupational Health and Safety and Environmental Protection
 13UY0182-4/A2: Work Organization and Professional Development
 13UY0182-4/A3: Hygiene, Food Safety and Quality
 13UY0182-4/A4: Essential Ingredients
 13UY0182-4/A5: Soup Preparation
 13UY0182-4/A6: Preparation of Sauces, Appetizers and Salads and Cooking Eggs
 13UY0182-4/A7: Preparation of Meat and Seafood Meals
 13UY0182-4/A8: Preparation of Vegetables, Legumes Dishes and Vegetable Garnishes
 13UY0182-4/A9: Preparation of Pastries, Rice Dish and Pasta Varieties
 13UY0182-4/A10: Preparation of Basic Desserts

ANNEX 2: Terms, Symbols and Abbreviations

BALLOTTIN: Meat wrap.

BECHAMEL SAUCE: A kind of white sauce prepared with milk, flour and butter.

CROSS CONTAMINATION: The contamination of the product with substances harmful to health as a result of the wrong practices of the employees during the production, non-compliance with the hygiene and sanitation rules.

GARNISH: Foods such as vegetables, potatoes, rice dish, prepared to decorate or complement the main meal, such as meat and fish.

GRATEN: The technique of cooking food from the top.

HYGIENE: All the measures that must be taken to keep the body and the environment clean for a healthy life and to be protected from diseases.

ISCO: International Standard Classification of Occupations

ISO: International Standards Organization.

OHS: Occupational Health and Safety.

PERSONAL PROTECTIVE EQUIPMENT(PPE): All tools, equipment, instruments, and devices that are either worn, put on, or held and that are specifically designed to protect the workers against one or multiple risks which may arise during work or which may affect their health and safety.

MARINATE: The process of keeping products such as chicken and meat in a liquid prepared with various spices, herbs, vinegar and olive oil for a certain period of time before cooking in order to soften and add flavor.

POACHING: The technique of cooking without boiling in boiling water.

RECIPE: The recipe(s) of the meal.

RISK (FOOD SAFETY): The extent and severity of possible hazards in the food product.

RISK (OHS): The possibility of loss, injury, or other harmful consequences

SANITATION: Performing the necessary tasks in order to clean the environment from disease-causing microorganisms in accordance with health and cleaning rules.

INTENSITY: The impact power of food products that should not be present in the food product and the environment in which the food product is produced, that are harmful to health and that are contaminated, in impairing human health.

HAZARD (FOOD SAFETY): Regarding food safety, contamination of food by microorganisms that cause diseases, reproduction in food and formation of toxic substances.

HAZARD (OHS): Internal or external potential for harm or damage at the workplace that may affect the employee or the workplace.

ANNEX 3: Pathways to Horizontal and Vertical Advancement in the Profession

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ANNEX 4: Evaluator Criteria

The evaluators who will be assigned in the evaluation processes of the cook (Level 4) professional qualifications must have one of the following qualifications.

- To have at least 10 years of experience as a Kitchen Manager in the kitchen area of the food and beverage services industry,
- To graduate from secondary education institutions in the field of Food and Beverage Services, Kitchen, and to have at least 6 years of experience in the profession of Kitchen Manager in the sector,
- To graduate from the Food and Beverage Services field of higher education institutions and have at least 4 years of experience in the profession of Kitchen Manager,
- To have given education in the field of food and beverage services in secondary education institutions for at least 4 years,
- To have given education in the field of food and beverage services in higher education institutions for at least 3 years.

Training related to vocational qualification system, the national qualification(s) that the person will be assigned to, the relevant national occupational standard(s), assessment-evaluation and quality assurance in assessment-evaluation should be provided by institutions authorized in the relevant field to the evaluators who have at least one of the above characteristics and who will take part in the assessment and evaluation process.