

Syllabus For Kitchen Supervisor (chef de partie)

Course Name	Kitchen Supervisor (chef de partie)
Sector	TOURISM & HOSPITALITY
Course Code	THC/2024/KSCP/399
Level	4
Occupation	Food Production and kitchen operation
Job Description	Kitchen Supervisor (chef de partie) will be responsible for maintaining kitchen hygiene and safety standards, managing kitchen operations, preparing stocks, soups, sauces, utilizing tandoor for a variety of dishes, and expertly creating non-vegetarian dishes. He will lead a group of cooks to produce dishes for customers.
Course Duration	Total Duration 480 Hrs (T- 120 , P- 240 , OJT-60 and ES-60)
Trainees' Entry Qualification	Grade 12 – Regular OR Vocational OR 10th grade pass plus 2-year NTC/NAC OR Completed 2nd year of 3-year diploma (after 10th) and pursuing regular diploma OR 10th grade pass and pursuing continuous schooling OR 10th grade pass with 2 years' experience OR Previous relevant Qualification of NSQF Level 3.0 with minimum education as 8th Grade pass with 3 year relevant experience OR Previous relevant qualification of NSQF Level 3.5 with 1.5 year relevant experience
Trainers Qualification	Degree in Hotel Management & Catering Technology from UGC recognized university with one year experience in the relevant field. OR Diploma in Hotel Management & Catering Technology from recognized board of education with two years' experience in the relevant field. OR NTC/NAC passed in the trade of "Catering & Hospitality Assistant" with three years' experience in the relevant field

Structure of Course:

Module No.	Module name	Outcome	Compulsory/ Optional	Theory (Hrs)	Practical (Hrs)	Total (Hrs)
1	Kitchen Hygiene and Safety in Food Service Operations THC/3805/OC1	Maintain hygiene and cleanliness of kitchen, kitchen equipment's and cooking utensils following safety precautions	Compulsory	10	20	30

Module No.	Module name	Outcome	Compulsory/ Optional	Theory (Hrs)	Practical (Hrs)	Total (Hrs)
2	Kitchen Operations	Manage kitchen equipment, ingredients and store	Compulsory	30	60	90
3	Mis-en-place	Prepare Stock, Soup, and Sauces	Compulsory	10	20	30
4	Tandoor Preparation	Utilize the tandoor for preparing a variety of dishes	Compulsory	30	60	90
5	Non-veg dishes	Prepare dishes of fish, poultry, lamb and pork.	Compulsory	30	60	90
6	Work in a team	Demonstrate effective teamwork and problem-solving skills essential for kitchen environment.	Compulsory	10	20	30
7	OJT	Work in real job situation with special emphasis on basic safety and hazards in this domain (OJT).	Compulsory	--	60	60
8	Employability Skill	As per guided curriculum	Compulsory	60	--	60
TOTAL:				180	300	480

SYLLABUS:**Module 1: Kitchen Hygiene and Safety in Food Service Operations**

Outcome: Maintain hygiene and cleanliness of kitchen, kitchen equipment's and cooking utensils following safety precautions

Theory Content:

- Classifications, principles, equipment required, methods of cooking-boiling, roasting, poaching, braising, grilling, baking, roasting, broiling, stewing, sauteing, blanching steaming, micro-waving etc.
- Different types of the kitchen equipment, different types of special equipment, heat generating, refrigeration, kitchen machinery, storage tables, hand tools, weighing and measuring, pot wash, diagrams, uses, maintenance, criteria for selection.

Practical Content:

- Proper usage of a kitchen knife and hand tools.
- Understanding the usage of small equipment.
- Familiarization, identification of commonly used raw material.
- Basic hygiene practices to be observed in the kitchen.
- First aid for cuts & burns.
- Safety practices to be observed in the kitchen
- Demonstration of fire fighting for kitchen fires

Module No: 2 Kitchen Operations

Outcome: Manage kitchen equipment, ingredients and store

Theory Content:**Sub Sections of a Kitchen**

- Different the sub sections of a kitchen: Indian, Continental, Chinese
- Explain the Hierarchy of Kitchen, roles and responsibilities of a kitchen staff
- Manage and organize the assigned work station
- Industrial kitchen equipment and their functions and use
- Replenish service lines as needed and restock and prepare the workstation for the next shift

Kitchen ingredients: vegetables, Meat, Fish, Poultry

- Classification of vegetables, their categories, and various cuts of vegetables
- Selection criteria of vegetables, meat, fish, poultry
- Find the availability and varieties of meat, fish and poultry available in the market
- Plate and present meal items as per the Chef de Parties' instructions

Store Management

- Receive and check regular issuing of raw material from store.
- Assist the chef/manager to plan rotations, if required
- Keep track of quantity of daily and weekly consumption and stock of supplies/fuel/cooking oil

Practical content:

- Follow the orders and reporting to the seniors
- Identify Different kitchen sub section.
- Measure out ingredients for different recipes
- Prepare ingredients for cooking including seasoning of different meats as well as washing, peeling, and chopping vegetables and fruits
- Store non-distributed provisions, supplies and daily consumables under appropriate conditions as per organisation's work instructions
- Carry out basic preparatory work like mixing or grinding of spices/ingredients, preparing dough, and wrapping food items etc. as per the CDP's instructions
- Prepare basic items like sauce, salads, and cold starters, etc. as directed by the Chef de Partie
- Maintain Proper stock of ingredients
- Perform stock rotation to check and use the ingredients before their expiry date PC21. refill kitchen condiment bottles/shakers/oil cans/etc.

Module 3: Mis-en-place

Outcome: Prepare Stock, Soup, and Sauces

Theory Content:

- Classification of raw materials, preparation of ingredients.
- Methods of mixing foods, effect of heat on various foods, weighing and measure, texture of food, Culinary terms.
- SOUPS: Classification with examples, Basic recipes, Consommés, Garnishes and accompaniments.
- SAUCES: Classification of sauces, Recipes for mother sauces, Derivatives.

Practical Content:**Preparation of Mis-en-place, Stock, Soup, Sauce, Gravies**

- Identify various cuts of vegetables require for preparing in Indian, Continental and Chinese section
- Identify various Stocks, Soup, Sauces and gravies
- Prepare Stock, Soup, sauces
- Prepare various gravies
- Store of all cooked and un cooked ingredients
- Ensure proper disposal of waste and expired items as per waste management policy and recycling of waste material wherever applicable
- Vegetables a. Varieties of Vegetables b. Classification c. Cuts of Vegetables: Julienne Jardinière Mignonette Dices Cubes, Macedoine, Paysanne Shred Concasse Mirepoix

Stocks Demonstration and preparation of:

- White stock
- Brown stock
- Fish stock

Preparation of basic soups

- Consommé, (royale, Carmen, Clermont, ambassadrice, julienne)
- Cream (tomato, spinach, vegetables)
- Puree (lentil, peas, carrot)
- Cut vegetables (Scotch Broth, Minestrone)
- Veloute (crème de volaille pricresse, veloute dame blanche/marie-louise)
- National soup (mulligatawny, French onion oxtail)
- Bisque (Prawn, Shrimp)

Sauces Demonstration & preparation of basic mother sauces and 2-3 derivatives of each

- Béchamel (cheese sauce, mornay, mustard sauce, parsley sauce)
- Espagnole (lyonnaise Madeira, charcutiere)
- Tomato (Creole, Italienne, piquante)
- Veloute (supreme, allemande, mormande)
- Hollandaise (paliese, béarnaise)
- Mayonnaise (tartare, cocktail)

Module No: 4 Tandoor Preparation

Outcome: Utilize the tandoor for preparing a variety of dishes

Theory Content:**Prepare tandoor for cooking**

- Setting the Fuel for Tandoor (wood, Charcoal)
- Preparation of inside layer for sticking the breads inside of the tandoor

Prepare Indian bread on tandoor

- Dough preparation for Indian bread
- Identify various shapes and filling of Indian bread
- Marinades of tandoor dishes: Meat, Chicken, Duck, Fish, Paneer and Vegetables

Clean and maintain tandoor

- Clean and Maintain tandoor
- Check for any defects in the tandoor oven and inform supervisor/proprietor

Practical Content:

- Identify tandoor and the equipment used in its cookery Clay pot oven and other supporting equipment required for the use of tandoor
- Identify fuel and types of tandoors How to light the tandoor: - uses of coal, wood, gas, electric etc. Addition of fuel and flow of air inside the tandoor
- Prepare seekh kebab, Boti kebab, Hariyali Kebab, Reshmi tikka, Malai tikka, Paneer Tikka
- Practice on controlling the temperature of tandoor
- Techniques of quickly searing and sealing of food items to be prepared in tandoor
- Practice Opening and Closing of tandoor

Module No: 5 Non-veg dishes

Outcome: Prepare dishes of fish, poultry, lamb and pork.

Theory Content:

Understand lamb, pork, chicken, and fish primal cuts:

- Clarify lamb primal cuts and locations.
- List cuts with diagrams and brief descriptions.

Recognize primal cuts, their positions, and features:

- Explain primal cuts' locations within the carcass.
- Provide names, diagrams, and brief descriptions.

Practical Content:

- Identification & classification of fish e.g. flat fish (Pomfret, Black Pomfret and Sole), Round fish (Surmai, Rawas, Mackerel), Shellfish (Clams, Mussels, Shrimps, Crabs, Lobsters), Cephalopods (Squid, Cuttle, Fish)
- Demonstrate different cuts of Fish e.g., Fillet, Darne, Troncon, Paupiette, Goujons
- Prepare simple fish Dishes such as Saumon grille, Pomfret Meuniere, Sole Mornay, Fish Orly, Fish Colbert fish al'anglaise
- Identify Cuts of Poultry
- Preparation and jointing of Chicken
- Prepare of Simple Dishes such as Poulet roti al'anglaise, Poulet grille diable, Poulet sauté chasseur, Poulet sauté Maryland
- Meat Identification of various cuts
- Carcass demonstration of Lamb and Pork, Preparation of Basic Cuts such as Lamb and Pork Chops, Tornado, Fillet, Steak and Escalope, Roast leg of Lamb, Stew- preparation of simple dishes.

Module no. 6 : Work in a team

Outcome: Demonstrate effective teamwork and problem-solving skills essential for kitchen environment.

Theory Content:

- Importance of effective teamwork in professional kitchens.
- Roles of team members from junior to Head Chef to Supervisor.
- Impact of positive and negative team dynamics.
- Various forms of essential kitchen communication.
- Strategies to manage conflicts among team members.
- Benefits of collaborative problem-solving techniques.
- Importance of cultural sensitivity and diversity in kitchens.

Practical Content:

- Team-building tasks like kitchen challenges and timed cooking.
- Rotation system for Junior Chefs to switch tasks.
- Mock service scenarios to simulate busy hours.
- Role-playing exercises to practice conflict resolution.
- Cultural food exploration through research and tastings.

Module No: 7 OJT

Outcome: Work in real job situation with special emphasis on basic safety and hazards in this domain

Practical Content:

Assessor will check report prepared for this component of Practical training of the course and assess whether competency has been developed to work in the real job situation with special emphasis on basic safety and hazards in this domain. (The trainee is expected to undertake work in actual workplace under any supervisor / contractor for **60 Hours**.)

Module No: 8 Employability Skills (60 Hrs)

Key Learning Outcomes

Introduction to Employability Skills

Duration: 1.5 Hours

After completing this programme, participants will be able to:

1. Discuss the Employability Skills required for jobs in various industries
2. List different learning and employability related GOI and private portals and their usage

Constitutional values - Citizenship

Duration: 1.5 Hours

3. Explain the constitutional values, including civic rights and duties, citizenship, responsibility towards society and personal values and ethics such as honesty, integrity, caring and respecting others that are required to become a responsible citizen
4. Show how to practice different environmentally sustainable practices.

Becoming a Professional in the 21st Century

Duration: 2.5 Hours

5. Discuss importance of relevant 21st century skills.
6. Exhibit 21st century skills like Self-Awareness, Behavior Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn etc. in personal or professional life.
7. Describe the benefits of continuous learning.

Basic English Skills

Duration: 10 Hours

8. Show how to use basic English sentences for everyday conversation in different contexts, in person and over the telephone
9. Read and interpret text written in basic English
10. Write a short note/paragraph / letter/e -mail using basic English

Career Development & Goal Setting

Duration: 2 Hours

11. Create a career development plan with well-defined short- and long-term goals

Communication Skills

Duration: 5 Hours

12. Demonstrate how to communicate effectively using verbal and nonverbal communication etiquette.
13. Explain the importance of active listening for effective communication
14. Discuss the significance of working collaboratively with others in a team

Diversity & Inclusion

Duration: 2.5 Hours

15. Demonstrate how to behave, communicate, and conduct oneself appropriately with all genders and PwD
16. Discuss the significance of escalating sexual harassment issues as per POSH act.

Financial and Legal Literacy

Duration: 5 Hours

17. Outline the importance of selecting the right financial institution, product, and service
18. Demonstrate how to carry out offline and online financial transactions, safely and securely
19. List the common components of salary and compute income, expenditure, taxes, investments etc.
20. Discuss the legal rights, laws, and aids

Essential Digital Skills

Duration: 10 Hours

21. Describe the role of digital technology in today's life
22. Demonstrate how to operate digital devices and use the associated applications and features, safely and securely
23. Discuss the significance of displaying responsible online behavior while browsing, using various social media platforms, e-mails, etc., safely and securely
24. Create sample word documents, excel sheets and presentations using basic features
25. utilize virtual collaboration tools to work effectively

Entrepreneurship

Duration: 7 Hours

26. Explain the types of entrepreneurship and enterprises
27. Discuss how to identify opportunities for potential business, sources of funding and associated financial and legal risks with its mitigation plan
28. Describe the 4Ps of Marketing-Product, Price, Place and Promotion and apply them as per requirement
29. Create a sample business plan, for the selected business opportunity

Customer Service

Duration: 5 Hours

30. Describe the significance of analyzing different types and needs of customers
31. Explain the significance of identifying customer needs and responding to them in a professional manner.
32. Discuss the significance of maintaining hygiene and dressing appropriately

Getting Ready for apprenticeship & Jobs

Duration: 8 Hours

33. Create a professional Curriculum Vitae (CV)
34. Use various offline and online job search sources such as employment exchanges,

- recruitment agencies, and job portals respectively
35. Discuss the significance of maintaining hygiene and confidence during an interview
 36. Perform a mock interview
 37. List the steps for searching and registering for apprenticeship opportunities

Learning Outcome – Assessment Criteria

Module No.	Outcome	Assessment Criteria
1	Maintain hygiene and cleanliness of kitchen, kitchen equipment's and cooking utensils following safety precautions	<p>After completion of this module students will be able to:</p> <ol style="list-style-type: none"> 1.1 Explain different methods of cooking like boiling, broiling and braising 1.2 Identify and select different types of kitchen equipment like pans. OTG, Boilers, Salamander 1.3 Demonstrate Proper usage of a kitchen knife and hand tools. 1.4 Exhibit first aid practices
2	Manage kitchen equipment, ingredients and store	<p>After completion of this module students will be able to:</p> <ol style="list-style-type: none"> 2.1 Identify Kitchen Sections and Staff Responsibilities. 2.2 Demonstrate Industrial Kitchen Equipment. 2.3 Evaluate and Select Quality Ingredients for Cooking. 2.4 Execute Basic Preparatory Cooking Tasks Effectively. 2.5 Present and Plate Meals Following Guidelines. 2.6 Implement Efficient Store Management Procedures.
3	Prepare Stock, Soup, and Sauces	<p>After completion of this module students will be able to:</p> <ol style="list-style-type: none"> 3.1 Execute Various Vegetable Cuts for Different Sections 3.2 Demonstrate Preparation of Stocks, Soups, Sauces 3.3 Store Cooked and Uncooked Ingredients 3.4 Implement Waste Management and Recycling Practices 3.5 Classify different soups 3.6 Prepare Mother Sauces and Derivatives
4	Utilize the tandoor for preparing a variety of dishes	<p>After completion of this module students will be able to:</p> <ol style="list-style-type: none"> 4.1 Arrange wood kindling, paper, and charcoal, as required 4.2 Make dough as per requirements 4.3 Make Indian bread from the dough as per the

Module No.	Outcome	Assessment Criteria
		<p>size requirements</p> <p>4.4 Create marinades and rubs</p> <p>4.5 Prepare Garnishes and extensions to basic dishes</p> <p>4.6 Ensure cleanliness and sanitation of the tandoor oven before start and end of day's business</p>
5	Prepare dishes of fish, poultry, lamb and pork.	<p>After completion of this module students will be able to:</p> <p>5.1 Select Good quality meat, Fish and Poultry</p> <p>5.2 Identify different cuts of meat fish and poultry</p> <p>5.3 Store the meat, fish, poultry in proper condition</p> <p>5.4 Prepare dishes</p> <p>5.5 Demonstrate the cooking degrees of meat, fish and poultry</p>
6	Demonstrate effective teamwork and problem-solving skills essential for kitchen environment.	<p>After completion of this module students will be able to:</p> <p>6.1 Collaborates effectively during kitchen challenges and tasks.</p> <p>6.2 Articulates roles from junior to Head Chef to supervisor.</p> <p>6.3 Utilize various forms of kitchen communication appropriately.</p> <p>6.4 Apply conflict management strategies in team</p> <p>6.5 Acknowledges the benefits of collaborative problem-solving approaches</p>
7	OJT	Assessor will check report prepared for this component of Practical training of the course and assess whether competency has been developed to work in the real job situation with special emphasis on basic safety and hazards in this domain. (The trainee is expected to undertake work in actual workplace under any supervisor / contractor for 60 Hours.)
8	Employability Skill	As per guided curriculum

List of Tools, Equipment & materials needed for 30 Trainees (Practical)

SI No	Items Name	Specification	Qty
1	Gas cylinder	Min 6 gas Cylinder or LPG/CNG Line	4
2	Work station	Industrial grade : Two Gas Burners & Griddle Plate	5

SI No	Items Name	Specification	Qty
3	Tandoor	Clay or Steel	1
4	Oven	Gas/Electric	2
5	Deep fat fryer	Electrical	1
6	Kitchen work tables	Stainless Steel = 220cms X80 cms	5
7	Sink With Attached Taps	with running water	3
8	Refrigerators	330 lts or more	3
9	Kitchen Rack	Stainless Steel 250cmsX120 cms	2
10	Dry Storage Cabinet	Wooden or Stainless Steel	1
11	Cease Fire / Fire Extinguisher 5Kgs.	ABC type 5kgs	3
12	Mixer / Grinder		2
13	Exhaust & Fresh Air Fans		4
14	Steel Stock Pot (4 Ltr)		2
15	Steel Stock Pot (7 Ltr)		2
16	Steel Stock Pot (25 Ltr)		1
17	Steel Sauce Pan (2 Ltr)		2
18	Steel Saute Pan		2
19	Steel Omelete Pan		2
20	Iron wok		2
21	Chef Knife		30
22	Chef Knife		30
23	Sharpening Stone		2
24	Turning Knife		2
25	Pallet Knife		2
26	Slicer		4
27	Whisk		2
28	Chopping Board		6
29	Steel Skimmer		2
30	Steel ladle		6
31	Rice Colander		4
32	Steel strainer		4
33	Baking Tray		6
34	Storage Tray		4
35	Tandoor seekhs		12
36	Parat (Large)		1
37	Rolling Pin	Wooden/Plustic	6
38	Pizza Cutter		2

Marks Distribution

Outcome	Outcome Code	Total Th marks	Total Pr marks	Total OJT marks
Maintain hygiene and cleanliness of kitchen, kitchen equipment's and cooking utensils following safety precautions	THC/3805/OC1	20	80	0
Manage kitchen equipment, ingredients and store	THC/3809/OC1	30	130	0
Prepare Stock, Soup, and Sauces	THC/3809/OC2	20	90	0
Utilize the tandoor for preparing a variety of dishes	THC/3809/OC3	30	130	0
Prepare dishes of fish, poultry, lamb and pork.	THC/3809/OC4	30	130	0
Demonstrate effective teamwork and problem-solving skills essential for kitchen environment.	THC/3809/OC5	20	90	0
Work in real job situation with special emphasis on basic safety and hazards in this domain (OJT).	THC/3809/OC6	0	0	150
Employability Skills - 60 Hrs	DGT/VSQ/N0102	50	0	0