

Specification of Competency Standards
for the Catering Industry
Unit of Competency

Functional Area - Generic Skills

Title	Inaugurate guidelines to clean and maintain all kinds of tools of the table section
Code	108544L3
Range	This unit of competency is applicable to practitioners who are responsible for the cleaning and maintenance duties of the catering services section in restaurants and establishments. While in workplaces, practitioners should be able to inaugurate guidelines for cleaning and maintaining all kinds of equipment, utensils and containers of the catering services section independently and correctly.
Level	3
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Knowledge of cleaning and maintaining all kinds of tools of the catering services section:</p> <ul style="list-style-type: none"> • Know about the classification, features and correct application of common cleaning tools and equipment of the catering services section in restaurants • Know about the classification and features of equipment and materials of the catering services section, including: <ul style="list-style-type: none"> ○ Hardware equipment (e.g. dining tables and chairs) ○ Equipment and tools for serving (e.g. trolley, tableware and tablecloth), etc. • Possess general knowledge of the key points of application and maintenance of common equipment, utensils and containers of the catering services section • Know about the requirement for cleaning and maintaining all kinds of tools of the catering services section in restaurants or establishments • Know about the relevant legislation and regulatory requirements, for example: <ul style="list-style-type: none"> ○ Food Business Regulation ○ Occupational Safety and Health Ordinance <p>2. Inaugurate guidelines to clean and maintain all kinds of tools of the catering services section:</p> <ul style="list-style-type: none"> • According to the principles of proper maintenance of all kinds of common equipment, utensils and containers of the catering services section: <ul style="list-style-type: none"> ○ Establish cleaning guidelines and procedures, and assign the relevant duties ○ Establish “reorganization” and “maintenance” guidelines and procedures ○ Establish identification zones to handle utensils, etc. • Integrate and inaugurate the above measures into official guidelines, and ensure that all relevant staff are informed • Assign cleaning and maintenance duties according to the established guidelines • Develop monitoring measures to ensure that the staff follow the guidelines to clean and maintain all kinds of tools of the catering services section <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> • While working in restaurants or relevant workplaces, make every effort to ensure the guidelines for cleaning and maintaining all kinds of tools of the catering services section are inaugurated correctly and with integrity, based on the interest of customers, for relevant staff to follow.
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none"> • Inaugurate guidelines for the staff to clean the equipment, utensils and containers of the catering services section with common cleaning tools and materials

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	<ul style="list-style-type: none">• Ensure the staff know how to maintain all kinds of common equipment, utensils and containers of the catering services section correctly
Remark	