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SELF-ASSESSMENT GUIDE

Qualification:	FOOD PROCESSING NC II		
COC 4:	Process Food by Drying and Dehydration		
Instruction: <ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a check in the appropriate box opposite each question to indicate your answer. 			
Can I?	YES	NO	

PROCESS FOOD BY DRYING AND DEHYDRATION			
Prepare equipment, tools, materials and utensils			
1. Prepare equipment and tools in accordance with manufacturer's specifications*			
2. Source-out and makes available processing materials according to work requirements			
3. Check and sanitize kitchen utensils in accordance with manufacturer's specifications			
4. Apply safety measures in accordance with Occupational Safety and Health Standards (OSHS)*			
Prepare the raw materials			
5. Sort and grade raw materials in accordance with product specifications			
6. Prepare raw materials based on specified procedures and methods of processing*			
7. Weigh cleaned raw materials in accordance with approved specifications*			
8. Use tools and utensils for raw materials based on work requirements and manuals			
9. Operate equipment following manufacturer's manual			
10. Pre-treat raw materials prior to drying*			
Dry pre-treated raw materials			

11. Wash and drain fruits and vegetables subjected to syruring in accordance with standard operating procedures*		
12. Dry pre-treated raw materials in accordance with standard operating procedures		
13. Operate equipment according to manufacturer's manual		
14. Practice safety and good housekeeping in accordance to OHS, HACCP and cGMP standards*		
Cool and sweat dried products		
15. Remove dried products from the dryer		
16. Do correct cooling and sweating procedures in accordance to standard operating procedures*		
17. Check products according to required specifications		
18. Apply extension of drying time to under processed products		
19. Perform grading of dried products following product specifications		
20. Follow current Good Manufacturing Practice (cGMP)*		
Pack dried products		
21. Pack and weigh dried products in accordance with products specifications*		
22. Seal and label dried products in accordance with product specifications*		
23. Perform packing procedures in accordance to cGMP*		
24. Operate packing equipment in accordance with manual instructions		
25. Apply work safety measures in accordance with OSHS*		
26. Perform finished product inspection following established industry procedures		
Perform post-production activities		
27. Store packed finished food products according to required storage condition*		
28. Clean and store tools, materials and equipment based on workplace procedures and operation manuals		
29. Practice proper disposal of wastes according to environmental rules and regulations		

30. Accomplish production data checklist according to enterprise protocol*		
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I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.

Candidate's Name and signature	Date
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NOTE: * Critical aspects of competency