**TOPIC ONE:**

**KITCHEN ORGANISATION**

This course unit is intended to impact in trainees in cooking skills and attitudes required for professional cookery

-it gives the trainee abroad knowledge of raw food materials and the application in food and beverage application.

**GENERAL OBJECTIVES**

At the end of this unit the trainee should be able to

* Have gained knowledge of raw food commonly used.
* Appreciate the importance of planned catering.
* Determine and control as production unit.
* Produce clean wholesome food.
* Operate the principal equipment of trade safely.

**KITHCEN ORGANISATION**

**KITCHEN –**it is a place where conversion of raw food materials into a finished product takes place.

**KITCHEN LAYOUT:** This means the positioning of work centers and the arrangement with respect to equipment unnecessary service for the kitchen.

-The kitchen layout is important to the relationship between the manager and the employee.

-the amount and the type of work done by the employee affects then attitude towards work because they are influenced by the layout design and the equipment available.

-design factors are influenced by coarse and other government requirements e.g. fire emergency exit.

-the relationship between other departments e.g. stores and service area must be emphasized.

-it is important that receiving and storage area are considered when planning the design.

-If production is poorly designed much time can be wasted in walking between the work stations.

**GOALS TO BE ATTAINED WHEN DESIGNING A KITCHEN.**

* There should be maximum return on investment i.e. you must make money with your design.
* There is efficient flow of people, product and equipment so that procedures of doing all tasks are simple as possible.
* The design should be conducive for employees to work efficiently.
* It should provide a safe working space for employees.
* It should allow for easy supervision for employees and management activities
* It should allow for long maintenance cost.

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**EQUIPMENTS**

-Equipment space must also be considered

-Large equipment .e.g. sinks, refrigerator, gas cookers can be shared to make a work section.

-Floor plan can show the general arrangement of the equipment and relationship between one area to another.

**SPECIAL CONCEREN IN THE KITCHEN.**

When planning for a kitchen layout the following concern must be considered:

1. *Physical fatigue.*

A lot of work is done in the kitchen therefore everything possible to reduce fatigue should be considered e.g. reduce distance which employees must walk, work areas should be reasonable height and provide rest room.

2. *Lighting.*

It is necessary to provide adequate light so that the employee can work safely and without strain.

3. *Noise.*

Excessive noise makes the employees uncomfortable and distracted therefore use sound proof materials and less noise equipment.

4*. Temperature.*

This can be hot areas since cooking equipment’s produce heat, steam and humidity.

Ventilations and air conditioning must be provided.

5. *Safety and sanitation*

The planners are legally and morally responsible for safety and sanitation facilities.

**KITCHEN SHAPES/ARRANGEMENT.**

|  |  |  |
| --- | --- | --- |
| WORK  SURFACE | SINK | WORK  SURFACE |
| COOKING  AREE |  | FOOD  STORAGE |
| WORK  SURFACE |
| **WORK SURFACE** |

-The **u-shaped** work centers are of being easy reach for each other .the arranged has an efficient work triangle and it is the most convenient arrangement.

-The floor space between two opposite walls should be enough to allow doors of equipment and cabinet to open freely.

2**. l-shaped**

|  |  |  |  |
| --- | --- | --- | --- |
| Working  surface | Sink | Work  Surface | Food  Storage |
| Cooking  area |
| Work  surface |

-this has a convenient work triangle introduces intruders.

3. **STRAIGHT WALL.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| FOOD STORAGE | **WORK** SURFACE | SINK | WORK SURFACE | COOKING AREA | WORK SURFACE |

-The workflow is in a straight line.

|  |  |  |
| --- | --- | --- |
| WORK SURFACE | SINK | WORK SURFACE |

|  |  |  |
| --- | --- | --- |
| WORK  SURFACE | COOKING AREA | STORAGE AREA |

-Here the distance to be walked is reduced therefore the work triangle is compact one.

-it becomes a disadvantage because of the two open ends which makes passage.

5. **COMBINATION ARRAGEMENT**.

-This is combining different arrangement depending on the type of functions and space available.

**WORK TRIANGLE.**

This is critical in kitchen layout it results from movement made by the workers in the kitchen from one work center to another without retracing the steps or back tracking thus saving time.

**KITCHEN SECTIONS**

Main sections of a kitchen

* Receiving area
* Storage area.
* Preparation area
* Cooking area
* Serving area
* Washing area.
* Supervisor’s office.

***RECEIVING SECTION.***

This must be situated adjacent to the goods entrance and conveniently accessible to the location of the stores and kitchen.

-There should be a receiving platform where vehicle can be packed up to unload easily.

*Storage section.*

-vegetables stores e.g. cabbages

-dry good stores e.g. Unga, rice, sugar etc.

-kitchen cardboard units e.g. maize, potatoes etc.

-Cold storage rooms /refrigerates e.g. meat.

-they should be sighted near the storage entrance so that the delivery can be easily and without having to pass through other areas.

This reduces pilferage there should be a direct access from the stores to the preparation areas.

-small stores facilitates or a cupboard are sighted near preparation areas cold stores facilitates should be placed near the heat of the kitchen does not affect the compressor or the condensing unit.

-Fuel and similar contaminating materials must be kept separate from any food areas or utensils stores.

Problems of dust, odors’ of smell or possible seepage must be considered in sighting a fuel stores.

Gas-cylinder should not be encouraged in the kitchen they should be outside.

**PREPARATION SECTION**

This area has areas such as

* Vegetable preparation area (entrementier section)
* Meat and fish preparation area (garde mongier section)
* Pastry section –partsier section
* Sauce section
* General preparation

-The division of preparation areas may be provided by separate rooms and joining the main kitchen.

-vegetable are usually washed pilled and trimmed in a separate area which may form part of vegetables stores in order to confine dirt and debris

**The basic equipment includes.**

-tables and benches

-double sink

-waste disposal units

-potatoes peelers.

-masher

-slicing machines

-Foods prepared here are starches and vegetables.

In *the pastry area all sweet pastries and sweet sauces are prepared here.*

The basic equipment’s includes:

=tables and benches.

=weighing scale

=mixing machine

=sinks

=rolling and dividing dough machine.

=trays

=racks

=pastry oven

Meat and fish preparation area is situated in cool areas stores and cooking area.

-Depending of benches into a number of separate areas for:

A.poultry and game.

B.raw meat

C.fish preparation

D.cold dishes.

-To avoid the risk of cross contamination separate tables should be provided for the four main areas.

**Equipment used are:**

-working benches, chopping boards, chopping blocks, storage racks for knives, meat hanging nails, mincing machines ,meat tenderizes ,mobile storage bins for waste ,sinks,regrigerator for temporary storage of meat.

**THE COOKING SECTION**.

This is a very critical area being used by all the preparation areas.

TYPES **OF COOKING AREAS.**

1. Island cooking.

2. Central group.

Is generally practical in large kitchen when the 1st dimension of the kitchen is about 6.5m.

3. Wall sitting.

The positioning of cooking appliances against the wall is most suitable to small kitchen where the amount of food prepared is reduced to a minimum.

4. Back bar units.

The back bar units are amounted immediately behind the serving area to provide visual cooking.

Usually used in first food cafeteria

Equipment’s used in back bar units

=deep fat fryers

=shallow fat fryers

**SERVICE SECTION.**

This section should be situated near the dining area or restaurant and the food service arrangement takes account on the type of service for the food.

**WASH UP AREA**

When planning the wash up area the following must be considered

Where self-cleaning of the table is intended the receiving area for trays of dirty cutlery must be conveniently near the exit.

if the waiter service is used the circulation route must be provided for deposit of used crockery at one point of the service line before reaching the counter.

The wash up should be sighted near the service area so that the tableware, crockery cans be returned directly into use after washing.

-the pot and pan wash up area should be sighted conveniently near the cooking and service area

**Equipment needed.**

-deep double sink

-deep washing dish machine

-pan storage racks

-drainage bowls.

***Supervisors’ office.***

This is placed where everything going on in the kitchen is observed, collected and effectively supervised.

The wall should have glass to achieve this goal.

LAYOUT IN THE KITCHEN.

|  |
| --- |
| CLOAK  ROOM |
| VEGETABLE STORE |
| POT AND  PAN WASH UP |
| WASH-UP |