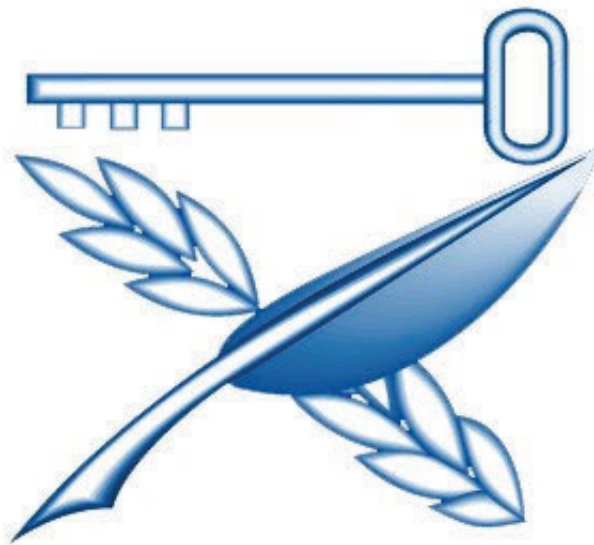




Rating Performance Qualification (RPQ) Standard
Culinary Specialist Petty Officer Third Class
CG-RPQ-CS3 (NOV/2021)



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Force Readiness Command
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Section II: Core Competency Requirements

[illegible]

Section III: Rating Performance Qualifications Index

Rating Performance Qualifications		PDC Training Code
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Section III: Rating Performance Qualifications Index

Rating Performance Qualifications		PDC Training Code
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4.2.26	FABRICATE a whole chicken into eighths	2
4.2.27	PREPARE poultry using the dry-heat method	2
4.2.28	PREPARE poultry using the moist-heat method	2
4.2.29	PREPARE poultry using the dry-heat method using fat	2
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Section III: Rating Performance Qualifications Index

Rating Performance Qualifications		PDC Training Code
Number	Task	
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4.2.43	PREPARE raw vegetables using the deep-frying method	2
4.2.44	PREPARE at least two of the following potato products	2
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4.2.47	PREPARE the following pasta noodles	2
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4.2.58	PREPARE the following fried eggs	2
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4.2.61	PREPARE the following yeast-raised products	2
4.2.62	PREPARE quick bread using the biscuit method	2
4.2.63	PREPARE pancakes and waffles and one of the following using the muffin method	2
4.2.64	PREPARE a cake using the two-stage method	2
4.2.65	ICE a prepared cake product	2
4.2.66	PREPARE two types of cookies using the creaming method	2
4.2.67	PREPARE two types of cookies using the sponge method	2
4.2.68	PREPARE a one crust pie	2
4.2.69	PREPARE a two crust pie	2
4.2.70	PREPARE fresh brewed coffee	2
4.2.71	PREPARE fresh brewed tea	2
4.2.72	PERFORM recipe conversions	2

Section III: Rating Performance Qualifications Index

Rating Performance Qualifications		PDC Training Code
Number	Task	
4.2.73	PREPARE at least four of the following fresh whole spices	2
4.2.74	FABRICATE beef tenderloin	2
4.2.75	FABRICATE beef flank steak	2
4.2.76	FABRICATE a pork loin	2
4.2.77	FABRICATE shrimp	2
4.2.78	PREPARE au jus	2
4.2.79	PREPARE a buttercream icing	2
4.2.80	PREPARE a fresh fruit salad	2
4.2.81	PREPARE french toast	2
4.2.82	PREPARE one of the following hot cooked cereals	2
4.2.83	PREPARE each of the following breakfast meats	2
4.2.84	PREPARE sausage gravy	2
4.6.1	CREATE a healthy meal plan	2
4.6.2	MODIFY a meal menu to incorporate the six categories of nutrients	2
4.6.3	MODIFY a meal to lower the calorie content not to exceed 660 calories	2
4.6.4	MODIFY a meal that incorporates healthy cooking practices	2
4.6.5	MODIFY a recipe to incorporate a healthy cooking method	2
4.6.6	MODIFY a recipe to reduce salt content and incorporate natural flavor alternatives	2
4.6.7	DISCUSS a topic of nutrition	2
4.6.8	PREPARE a sauce utilizing a healthy cooking method	2
4.6.9	PREPARE a soup utilizing a healthy cooking method	2
4.6.10	PREPARE a meat utilizing a healthy cooking method	2
4.6.11	PREPARE a poultry product utilizing a healthy cooking method	2
4.6.12	PREPARE a fish utilizing a healthy cooking method	2
4.6.13	PREPARE a legume/grain utilizing a healthy cooking method	2
4.6.14	PREPARE a cake utilizing a healthy cooking method	2

Section III: Rating Performance Qualifications Index

[illegible]

Part IV: Performance Support Worksheets

Rate: CS3

4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.1

Performance: INSPECT food handlers.

Condition: When given inspection standards and a recorder.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	COMMUNICATE performance expectations		(b)
.2	INSPECT duty food service personnel		(b)
.3	DISCUSS results of inspection		(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.2

Performance: STORE leftover food.

Condition: Given leftover food items.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	DETERMINE leftover food to be stored		(b)
.2	DETERMINE appropriate storing method		(b)
.3	PLACE food in proper storage container		(b)
.4	LABEL the container		(b)
.5	STORE leftover food in proper location		(b)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3
4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.3

Performance: MAINTAIN safe food service temperatures on the serving lines.

Condition: Given food on a serving line.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	VERIFY safe serving temperatures prior to service		(b)
.2	VERIFY temperatures during meal service		(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.4

Performance: SANITIZE food service wares using the manual method.

Condition: Given dirty food service wares and cleaning material.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PREPARE the dishwashing area		(b)
.2	WASH the food service wares		(b)
.3	RINSE the food service wares		(b)
.4	SANITIZE the food service wares		(b)
.5	DRY the food service wares		(b)
.6	SECURE the food service wares		(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3
4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.5

Performance: CLEAN non-food contact surfaces.

Condition: Given a work assignment and cleaning materials.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	GATHER the cleaning supplies needed		(b)
.2	CLEAN non-food contact surfaces		(b)
.3	STORE the supplies used		(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.6

Performance: SANITIZE food contact surfaces.

Condition: Given a work assignment and cleaning supplies.

Standard: Completed with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	GATHER the cleaning supplies needed		(b)
.2	CLEAN food contact surfaces		(b)
.3	SANITIZE all food contact surfaces		(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.7

Performance: SANITIZE food service equipment.

Condition: Given a work assignment and cleaning materials.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	GATHER cleaning and sanitizing supplies		(b)
.2	CLEAN all food contact and non-food contact surfaces of food service equipment		(b)
.3	SANITIZE all food contact and non-food contact surfaces of food service equipment		(b)
.4	STORE the supplies used		(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.8

Performance: SANITIZE ice machines.

Condition: Given a work assignment, cleaning materials and job aid.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	DISCONNECT the ice machine		(d)
.2	GATHER the tools and equipment needed		(b)
.3	PERFORM daily sanitation procedures		(d)
.4	PERFORM monthly sanitation procedures		(d)
.5	RECONNECT the ice machines		(d)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.9

Performance: SANITIZE reach-in refrigerators/freezers.

Condition: Given a work assignment, cleaning materials and job aid.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	GATHER the tools and equipment needed		(b)
.2	REMOVE food from the freezer/refrigerator		(d)
.3	CLEAN the freezer/refrigerator		(d)
.4	SANITIZE the freezer/refrigerator		(d)
.5	PLACE food back in freezer/refrigerator		(d)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3
4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.10

Performance: CLEAN an oven.

Condition: Given an oven that requires cleaning, cleaning materials and job aid.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	GATHER the tools and equipment needed.		(d)
.2	EMPLOY appropriate cleaning technique		(d)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Performer will use proper PPE as required by MSDS for cleaning chemicals.

Part IV: Performance Support Worksheets

Rate: CS3
4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.11

Performance: CLEAN a griddle.

Condition: Given a griddle that requires cleaning, cleaning materials.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	GATHER the tools and equipment needed		(d)
.2	EMPLOY appropriate cleaning technique		(d)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3
4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.13

Performance: CLEAN a deep fat fryer.

Condition: Given a deep fat fryer containing oil that is 150 degrees Fahrenheit or less, cleaning materials and personal protective gear.

Standard: Fat shall be strained for sediment and stored or new fat used in its place, interior and exterior of fryer and its accessories are clean and show no signs of oxidized fat or cleaning residue, fryer and accessories are ready to use.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	DRAIN fat into appropriate container		(d)
.2	REMOVE oxidized fat from fryer and accessories		(d)
.3	CLEAN interior of fryer and accessories with cleaning solution		(d)
.4	SANITIZE fryer and accessories		(d)
.5	CLEAN exterior of fryer		(d)
.6	AIR DRY fryer and components		(d)
.7	STOW fryer and components		(d)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: In addition to the reference, the PDC should provide manufacturer's instructions to the performer.

Part IV: Performance Support Worksheets

Rate: CS3

4.1 Sanitation

Rating Performance Qualification (RPQ) 4.1.14

Performance: MAINTAIN temperature log for refrigerators/freezers.

Condition: Given the opening and securing of a galley, a refrigerated/freezer space, both a mounted and separate thermometer, a procedure, daily temperature log, writing instrument and references.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	GATHER the temperature log before opening galley for meal service and upon securing the galley after the evening meal		(b)
.2	ENTER date into specified location		(b)
.3	READ both thermometers for each required piece of equipment		(b)
.4	RECORD temperature in the specified locations		(b)
.5	SECURE the temperature log		(b)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: NO

Notes: Performer shall familiarize themselves with the dining facility SOP and know who to notify if temperatures are out of safe operating ranges.

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.1

Performance: CONVERT volume and weight units.

Condition: Given a blank weight and volume chart.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	CONVERT between volume measurements		(a)
.2	CONVERT between weight measurements		(a)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Trainee shall convert the following units of measure

1. Pounds
2. Ounces/fluid ounces
3. Cups
4. Tablespoons
5. Teaspoons

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.2

Performance: SHARPEN a knife.

Condition: Given tools and equipment.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	SHARPEN the knife		(a)
.2	TRUE the knife with a steel		(a)
.3	STORE the knife		(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.3

Performance: WASH fruits and vegetables.

Condition: Given fresh fruits and vegetables.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	DETERMINE if produce is from a USDA source		(b)
.2	WASH produce using method recommended for origin		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.4

Performance: **PERFORM** the required mise en place.

Condition: Given a recipe.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	ASSEMBLE the required equipment		(a)
.2	ASSEMBLE the required ingredients		(a)
.3	PREPARE the raw materials		(a)
.4	PREPARE the equipment		(a)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.5

Performance: **DICE** vegetables in each of the following sizes.

- Large
- Medium
- Small
- Brunoise

Condition: Given a vegetable, cutting board, and a chef's knife.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	GATHER equipment and ingredients required		(a)
.2	WASH vegetable		(a),(b)
.3	PERFORM the proper culinary technique		(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.6

Performance: SLICE vegetables using each of the following methods.

- Émincer
- Shred
- Chiffonade
- Bâtonnet
- Julienne

Condition: Given a vegetable, cutting board and a chef's knife.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	GATHER equipment and ingredients required		(a)
.2	WASH vegetable		(a),(b)
.3	PERFORM the proper culinary technique		(b)

Professional Development Coach signature of completion._____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.7

Performance: **PREPARE** any four of the following fresh herbs.

- Basil
- Cilantro
- Chives
- Dill
- Mint
- Oregano
- Parsley or Italian parsley
- Tarragon
- Rosemary
- Sage
- Thyme

Condition: Given a required cut, fresh herbs, and equipment.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	SELECT herbs		(a)
.2	WASH herbs		(a),(b)
.3	APPLY preparation technique appropriate to herb recipe requirements		(a)

Professional Development Coach signature of completion._____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.8

Performance: PREPARE a cheddar cheese sauce from a Béchamel sauce.

Condition: Given a recipe and ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.9

Performance: PREPARE veloute sauce.

Condition: Given a recipe and ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation Rating Output

Rating Performance Qualification (RPQ) 4.2.10

Performance: PREPARE an espagnole/brown sauce.

Condition: Given a recipe, and a stock or base.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.11

Performance: PREPARE a tomato sauce.

Condition: Given a recipe and ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.12

Performance: PREPARE a salsa, relish or chutney.

Condition: Given a recipe and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.13

Performance: PREPARE a barbeque sauce.

Condition: Given a recipe and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.14

Performance: PREPARE a clear soup from raw ingredients.

Condition: Given a recipe and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.15

Performance: PREPARE a thick soup from raw ingredients.

Condition: Given a recipe and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.16

Performance: PREPARE a specialty soup from raw ingredients.

Condition: Given a recipe and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.17

Performance: PREPARE beef using the dry heat method.

Condition: Given a recipe and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.19

Performance: PREPARE beef using the moist-heat method.

Condition: Given a recipe, cooking equipment and raw beef.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.20

Performance: PREPARE beef using the dry-heat method using fat.

Condition: Given a recipe, cooking equipment and raw beef.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.22

Performance: PREPARE pork using the dry-heat method.

Condition: Given a recipe, cooking equipment and raw pork.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.23

Performance: CARVE prepared pork loin or pork tenderloin.

Condition: Given prepared uncarved meat, a cutting surface, a carving fork and a standard selection of knives.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a)
.2	PERFORM the proper culinary technique		(a)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.24

Performance: PREPARE pork using the moist-heat method.

Condition: Given a recipe, cooking equipment, and raw pork.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.25

Performance: PREPARE pork using the dry-heat method using fat.

Condition: Given a recipe, cooking equipment and raw pork.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.26

Performance: FABRICATE a whole chicken into eighths.

Condition: Given a whole raw chicken, equipment and a standard selection of knives.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.27

Performance: PREPARE poultry using the dry heat method.

Condition: Given a recipe, cooking equipment and raw poultry.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.28

Performance: PREPARE poultry using the moist-heat method.

Condition: Given a recipe, cooking equipment and raw poultry.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.29

Performance: PREPARE poultry using the dry-heat method using fat.

Condition: Given a recipe, cooking equipment and raw poultry.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.30

Performance: CARVE a prepared turkey.

Condition: Given a prepared uncarved turkey, a cutting surface, a carving fork and a standard selection of knives.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a)
.2	PERFORM the proper culinary technique		(a)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.31

Performance: PREPARE fish using the dry-heat method.

Condition: Given a recipe, cooking equipment, and raw fish.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.32

Performance: PREPARE fish using the moist-heat method.

Condition: Given a recipe, cooking equipment, and raw fish.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.33

Performance: PREPARE fish using the dry-heat method using fat.

Condition: Given a recipe, cooking equipment, and raw fish.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.34

Performance: PREPARE shellfish using the dry-heat method.

Condition: Given a recipe, cooking equipment, and raw shellfish.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.35

Performance: PREPARE shellfish using the moist-heat method.

Condition: Given a recipe, cooking equipment, and raw shellfish.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.36

Performance: PREPARE shellfish using the dry-heat method using fat.

Condition: Given a recipe, cooking equipment, and raw shellfish.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.37

Performance: PREPARE vegetables using the boiling and steaming method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.38

Performance: PREPARE vegetables using the sautéing method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.39

Performance: PREPARE vegetables using the pan-frying method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.40

Performance: PREPARE vegetables using the braising method

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.41

Performance: PREPARE vegetables using the baking method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.42

Performance: PREPARE vegetables using the grilling method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.43

Performance: **PREPARE** raw vegetables using the deep-frying method using at least one of the following methods:

- Breaded
- Battered

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.44

Performance: **PREPARE** at least two of the following potato products

- Boiled/Steamed
- Baked/Roasted
- Pan-fried/Sautéed
- Grilled/Griddled

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.45

Performance: **PREPARE** at least two of the following rice products.

- Brown rice
- Pilaf
- Steamed or boiled
- Fried rice

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.46

Performance: **PREPARE** at least one of the following legume products.

- Baked beans
- Mexican pinto beans
- Red lentils with spices
- Hoppin John

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.47

Performance: PREPARE the following pasta noodles.

- Spaghetti
- Macaroni
- Lasagna

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.50

Performance: PREPARE an emulsified dressing.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.52

Performance: PREPARE a cooked salad product.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.53

Performance: PREPARE a cold sandwich.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.55

Performance: PREPARE a wrap.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.56

Performance: PREPARE simmered hard-cooked eggs.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.58

Performance: PREPARE the following fried eggs.

- Over easy
- Over medium
- Over hard

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.59

Performance: PREPARE scrambled eggs.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.60

Performance: PREPARE an omelet.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.61

Performance: PREPARE the following yeast raised products.

- Soft rolls
- French Bread
- White pan bread

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.62

Performance: PREPARE quick breads using the biscuit method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.63

Performance: **PREPARE** pancakes/waffles and one of the following using the muffin method.

- Banana bread
- Cornbread
- Muffins
- Coffee cake

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.64

Performance: PREPARE a cake following the two-stage method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.65

Performance: ICE a prepared cake product.

Condition: Given a prepared cake, icing, and equipment.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.66

Performance: PREPARE two types of cookies using the creaming method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.67

Performance: PREPARE two types of cookies using the sponge method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.68

Performance: PREPARE a one crust pie.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.69

Performance: PREPARE a two crust pie.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.70

Performance: PREPARE fresh brewed coffee.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.71

Performance: PREPARE fresh brewed tea.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.72

Performance: **PERFORM** recipe conversions.

Condition: Given a recipe and the need to adjust the number of portions, change portion size, or adjust for the amount of a specific ingredient.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	IDENTIFY the amount that needs to be converted		(a)
.2	CALCULATE the conversion factor		(a)
3.	PERFORM the proper conversion		(a)
4.	RECORD the converted amounts		(a)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.73

Performance: **PREPARE** at least four of the following fresh whole spices.

- Cloves
- Cinnamon
- Peppercorn
- Saffron
- Allspice
- Nutmeg
- Star Anise
- Cumin
- Coriander seed
- Fennel

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.74

Performance: FABRICATE beef tenderloin.

Condition: Given a raw beef tenderloin, cutting surface and a standard selection of knives.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.75

Performance: FABRICATE beef flank steak.

Condition: Given raw beef flank, a cutting surface and a standard selection of knives.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.76

Performance: FABRICATE pork loin.

Condition: Given a raw pork loin, a cutting surface, and a standard selection of knives.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.77

Performance: FABRICATE shrimp.

Condition: Given raw shrimp, a cutting surface and a standard selection of knives.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.79

Performance: PREPARE a buttercream icing.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.80

Performance: PREPARE a fresh fruit salad.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.81

Performance: PREPARE French toast.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.82

Performance: PREPARE one of the following hot cooked cereals.

- Grits
- Cream of wheat
- Oatmeal

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.83

Performance: PREPARE each of the following breakfast meats.

- Bacon
- Sausage patties
- Sausage links

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(b)
.2	PERFORM the proper culinary technique		(a),(b)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.2 Food Preparation

Rating Performance Qualification (RPQ) 4.2.84

Performance: PREPARE sausage gravy.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(m),(b)
.2	PERFORM the proper culinary technique		(m),(b)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: NO

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.1

Performance: **CREATE** a healthy meal plan.

Condition: Given an account on ChooseMyPlate.gov.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	IDENTIFY adequate nutrients within calorie needs		(a),(i)
.2	IDENTIFY ways to manage weight		(a),(i)
.3	IDENTIFY ways to engage in physical activity		(a),(i)
.4	IDENTIFY selections from the right food groups		(a),(i)
.5	IDENTIFY management of fat consumption		(a),(i)
.6	IDENTIFY management of carbohydrates consumption		(a),(i)
.7	IDENTIFY management of sodium and potassium consumption		(a),(i)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.2

Performance: **MODIFY** a meal to incorporate the six categories of nutrients.

Condition: Given a meal menu, a blank piece of paper and a writing utensil.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	IDENTIFY the six categories of nutrients		(a),(i)
.2	ENSURE the menu selections include the six categories of nutrients		(a),(i)
.3	SELECT well balanced menu items that complement each other based on the six nutrients		(a),(i)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.3

Performance: **MODIFY** a meal to lower the calorie content not to exceed 660 calories.

Condition: Given a menu, a blank sheet of paper and a writing utensil.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	IDENTIFY any items with empty calories or high calorie counts		(a),(i)
.2	IDENTIFY alternative items with lower calorie content		(a),(i)
.3	REPLACE empty or high calorie items with lower calorie items that complement the menu		(a),(i)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.4

Performance: **MODIFY** a meal to incorporate healthy cooking practices.

Condition: Given a menu requirement, a blank sheet of paper and a writing utensil.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	IDENTIFY saturated fats		(a),(i)
.2	REPLACE saturated fats with unsaturated fats		(a),(i)
.3	EMPHASIZE flavor		(a),(i)
.4	SELECT fresh, high-quality foods		(a),(i)
.5	MODIFY portion size		(a),(i)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.5

Performance: **MODIFY** a recipe to incorporate healthy cooking methods.

Condition: Given a recipe, a blank sheet of paper and a writing utensil.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	IDENTIFY the current cooking method		(a),(i)
.2	IDENTIFY the alternative healthier cooking methods		(a),(i)
.3	MODIFY the recipe to the healthier cooking method		(a),(i)

Professional Development Coach signature of completion. _____ **Date** _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.6

Performance: **MODIFY** a recipe to reduce salt content and incorporate natural flavors.

Condition: Given a recipe, a blank piece of paper and a writing utensil.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	IDENTIFY salt content of the recipe		(a),(b)
.2	IDENTIFY natural flavor alternatives to salt		(a),(b)
.3	MODIFY the recipe to reduce salt content and incorporate natural flavor alternatives		

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.7

Performance: DISCUSS a topic of nutrition.

Condition: Given a food serving line and an instructor with nutritional questions.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PROVIDE information, as requested, on calorie count of items served		(a),(i)
.2	PROVIDE information, as requested, on fat content of items served		(a),(i)
.3	PROVIDE information, as requested, on healthy cooking methods		(a),(i)
.4	PROVIDE information, as requested, on emphasizing natural flavors of food		(a),(i)
.5	PROVIDE information, as requested, on the importance of nutrients		(a),(i)
.6	PROVIDE advice, as requested, on healthy choices		(a),(i)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.8

Performance: PREPARE a sauce utilizing a healthy cooking method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(i)
.2	PERFORM the proper culinary technique		(a),(i)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.9

Performance: PREPARE a soup utilizing a healthy cooking method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(i)
.2	PERFORM the proper culinary technique		(a),(i)

Professional Development Coach signature of completion. _____ Date _____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.10

Performance: PREPARE a meat utilizing a healthy cooking method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(i)
.2	PERFORM the proper culinary technique		(a),(i)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.11

Performance: PREPARE a poultry product utilizing a healthy cooking method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(i)
.2	PERFORM the proper culinary technique		(a),(i)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.12

Performance: PREPARE fish utilizing a healthy cooking method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(i)
.2	PERFORM the proper culinary technique		(a),(i)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.13

Performance: PREPARE a legume/grain utilizing a healthy cooking method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(i)
.2	PERFORM the proper culinary technique		(a),(i)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.14

Performance: PREPARE a cake utilizing a healthy cooking method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(i)
.2	PERFORM the proper culinary technique		(a),(i)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.15

Performance: PREPARE a quick bread utilizing a healthy cooking method.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(i)
.2	PERFORM the proper culinary technique		(a),(i)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Part IV: Performance Support Worksheets

Rate: CS3

4.6 Nutrition

Rating Performance Qualification (RPQ) 4.6.16

Performance: PREPARE a recipe to accommodate a vegetarian diet.

Condition: Given a recipe, cooking equipment, and raw ingredients.

Standard: Complete with 100% accuracy.

PDC Training Code: 2

Number	Steps	Relevant Text	Reference
.1	PERFORM the proper mise en place		(a),(i)
.2	PERFORM the proper culinary technique		(a),(i)

Professional Development Coach signature of completion._____ **Date**_____

Supplementary Guidance

Crosswalk: YES, CG-RPQ-CS3 (NOV 2017)

Notes: Must be created from a recipe in Ref (a).

Section V: Task Completion Page

Trainee

Rate	First Name	Last Name	EMPLID	Unit

PDC Designation

Rate	First Name	Last Name	Signature/Initials	Unit

Date: _____

(Rate & Name), _____ (EMPLID) _____ has satisfactorily completed or obtained deferrals for all Rating Performance Qualifications for the next paygrade.

(Printed name & signature of CO, OIC or Reviewer)

Section VI: Rating Reference Library List

[illegible]

Section VII: Rating Glossary

Verb:	Definition:
APPLY	To use practically
ASSEMBLE	To gather together
CARVE	To cut cooked meat for serving.
CLEAN	To free from physical, chemicals and microbial substance discernible by ordinary sight or touch, by ultraviolet light, or by artificial light and free from insects, vermin and debris.
COMMUNICATE	To convey knowledge of or information about: make known.
CONDUCT	To direct or control, lead or guide.
CONVERT	To obtain an equivalent value for in an exchange or calculation, as units of measurement.
CREATE	To make or cause to happen.
CUT	To penetrate or divide something, as with a sharp-edged instrument.
DETERMINE	To settle or decide by choice of alternatives or possibilities.
DICE	To cut into small cubes.
DISCONNECT	To remove an appliance's electric cord from an electric socket.
DISCUSS	To talk over; especially to explore solutions.
DRY	To make free from moisture.
EMPLOY	To make use of (an instrument, means, etc.); use; apply.
ENSURE	To secure or guarantee; to make sure or certain.
FABRICATE	To trim or cut raw meat so that it is ready for the cooking process
FURNISH	To supply or give something to someone or something.
GATHER	To bring together into one group, collection, or place.
ICE	To apply one of the six basic types of icing to smoothly and evenly cover the exposed
IMPLEMENT	To put into effect, unit level policy containing plan.
INSPECT	To look carefully at or over; view closely and critically.
LABEL	To mark with the date and time of preparation and a discard date.
MAINTAIN	To preserve, fix, or keep in good repair.
MODIFY	To make minor changes in/to.
PERFORM	To carry out an action or pattern of behavior.
PLACE	Put in proper position or location.
PREPARE	To put together; to combine elements and produce a product; to make things ready.
RECONNECT	To put an appliance's electric cord back into an electric socket.
REMOVE	To take away or displace.
RINSE	To wash lightly, as by pouring water into or over or by dipping in water; to douse or drench in clean water as a final stage in washing.
SECURE	To make safe; to fix tightly; to make immobile

Section VII: Rating Glossary

[illegible]

Trainee, Professional Development Coach (PDC) and Reviewer Guide

The Enlisted Rating Advancement Training System (ERATS) establishes advancement training requirements for each rating. ERATS has four major training components:

1. Rating Performance Qualification (RPQ) Standard
2. Enlisted Professional Military Education (EPME) Enlisted Performance Qualifications (EPQ)
3. Core Competency Requirements
4. Servicewide Examination (SWE)

Not all components are required for advancement to all pay grades. Often, specific requirements may change due to the needs of the service.

1. Rating Performance Qualification (RPQ) Standard. This document contains the rate specific performance requirements members must complete to be eligible for advancement. RPQ Standards are located on the ERATS Portal Site at <https://cg.portal.uscg.mil/communities/erats/SitePages/Home.aspx>

The ERATS Portal Site is the only authorized storage repository for the RPQ standards, and members shall only use booklets obtained from that site.

1.1. Section I. Record of Changes. Changes to the RPQ's performance, condition, standard, steps, and references. Changes listed in this part are effective for advancement purposes by the date indicated. Members are responsible for these changes and must amend their current RPQ Standard by downloading the pages and inserting them into their current package or downloading a new RPQ Standard. Changes are announced twice a year in the ERATS semiannual ALCOAST in January and July.

1.2. Section II. Core Competency Requirements. Some ratings require completion of core competencies for advancement at specific grades per M1000.2 (series). These are listed in this section by pay grade along with their associated short code. The member (trainee) is responsible for ensuring all core competencies are certified by the CO/OIC or designated reviewer and entered in Direct Access (DA) or the applicable training management system. Directions for members needing to earn one or more core competencies can be found in the Coast Guard Competency Dictionary.

1.3. Section III. Rating Performance Qualification Index.

1.3.1. PDC Training Code "1" - Train to memory

PDC Directions - The PDC shall demonstrate proper performance of the RPQ, and then provide enough opportunities for the member to practice the RPQ, under instruction, until they can perform it correctly **without** assistance, prompting or the use of any job or memory aids.

1.3.2. PDC Training Code "2" - Job Aid with Extensive Training

PDC Directions - The PDC shall demonstrate proper performance of the RPQ using the job aid, and then provide enough opportunities for the member to practice the RPQ using the job aid under instruction, until they can perform it correctly and unassisted while using the job aid.

1.3.3. PDC Training Code "3" - Job Aid with Introductory Training

PDC Directions - The PDC shall introduce the job aid(s) listed, and demonstrate proper use of the job aid in performing the RPQ. The PDC shall then provide enough opportunities to practice the RPQ, under instruction, until they can perform it correctly and unassisted, while using job or memory aids.

Trainee, Professional Development Coach (PDC) and Reviewer Guide

1.3.4. PDC Training Code “4” - Job Aid

PDC Directions - The PDC shall supply or direct the member to the job aid(s) listed, and then provide the member opportunities to practice the RPQ under instruction until he/she can perform it correctly and unassisted while using job aids.

1.4. Section IV. Performance Support Worksheets. The performance support worksheets contain the RPQ and its components. Each RPQ has the following elements:

1.4.1. Performance: The task that must be completed by the trainee. The task/enabling objective is the on-the-job performance of a particular rating. It is repeatable, measurable, and observable, with a distinct beginning and end.

1.4.2. Condition: A condition statement that explains what tools, environment, and circumstances the task must be performed under (stated as real or simulated conditions).

1.4.3. Standard: The standard provides instructions for measurement of trainee performance. It may consist of time requirements, error tolerance rates/ratios or law and policy standards which must be adhered to for task completion. The standard defines what “Good Performance” looks like.

1.4.4. Steps: A table of actions that leads to overall task performance. The steps are smaller tasks that lead to the overall performance goal. **Relevant Text:** The section or chapter that must be read and understood to perform the task. If this column is blank, the trainee shall study the reference in its entirety.

1.4.5. Reference: Guides for completing the performance. References come in many forms such as Commandant Instruction, manufacturer’s technical publications, videos, audio files or commercial textbooks. Service Wide Examination (SWE) questions can only be derived from references listed within the steps of the RPQ.

1.4.6. Supplemental Guidance: Provides additional instruction to the PDC and trainee on how to accomplish a particular task. Supplemental guidance includes the cross walking of previous RPQ’s, best practices, common errors, etc. Information in the Supplemental Guidance provides the performer and coach with information to assist in task completion.

1.5. Section V. Task Completion Page: This page is used by the PDC and the RPQ Reviewer to temporarily record completion and certification of the RPQ Standard before entry into DA or the applicable training management system. Upon entry into DA or the appropriate training management system, this document shall be returned to the trainee for retention in their personal records.

1.6. Section VI. Master Reference List (MRL): The MRL is the authoritative list of references for each rating. Every reference required to complete an RPQ is listed and maintained by the Rating Knowledge Manager (RKM) within every ERATS Rating Portal Page:
<https://cg.portal.uscg.mil/communities/erats/SitePages/Home.aspx>

1.7. Section VII. Rating Glossary: The rating glossary provides standard definitions for all verbs used in the RPQ and corresponding enabling objectives. Many of the verbs used here are specific to your rating and must not be used as a reference for other ratings.

Trainee, Professional Development Coach (PDC) and Reviewer Guide

2. Trainee's path to advancement.

- 2.1. Assignment of the Professional Development Coach (PDC):** The Commanding Officer/Officer in Charge (CO/OIC) will assign the PDC. The PDC shall be one paygrade senior and in the same rating as the trainee. The RPQ Standard will denote exceptions to this requirement. If a PDC is not available at the trainee's unit, the CO/OIC may assign one from another unit. Using a PDC from another unit is subject to the approval of both commands. The PDC shall provide instruction on the proper path of advancement, how to perform each task, and ensure compliance with the training standards. Eligibility for advancement is ultimately the trainee's responsibility.
- 2.2. Review the RPQ Standard with your PDC:** Schedule a time to review the entire RPQ Standard with the PDC and discuss a plan for completing the training. When examining the RPQ Standard, refer to Section III to obtain the PDC training code for each task. Your training plan should also include a timetable for completion, time/opportunities for PDC instruction, and PDC expectations.
- 2.3. Complete tasks contained in the RPQ Standard under the supervision of your PDC:** When performing a task for sign-off, the trainee must perform to the RPQ standard under the supervision of the PDC.
 - Before attempting the sign-off, the trainee shall read all pertinent references.
 - The PDC shall demonstrate the performance of the task.
 - The trainee shall perform the task under the direct supervision of the PDC.
 - The PDC shall provide guidance and corrective instruction.
 - The trainee shall perform the task for signoff unassisted by the PDC.
 - The PDC may require the member to perform tasks several times before signing off the RPQ.

Note: If the trainee is unable to complete a task because the necessary resources or equipment are unavailable, then explore opportunities to go on a temporary duty assignment (TDY) where the task can be performed. The trainee may also seek deferral of the task from the CO/OIC. Task deferrals last only as long as the member is assigned to the unit where the task cannot be performed; it expires when the resources or equipment become available or upon transfer to a new unit. The trainee must perform the task to be eligible for further advancement even if the member already advanced beyond the pay grade of the deferred RPQ. Completed tasks are recorded in DA or the applicable training management system, and certified by the CO/OIC or the RPQ Reviewer.

- 2.4. Obtain core competencies required for advancement:** Some ratings require specific certifications before becoming eligible for advancement. These are noted in the core competency section of the RPQ Standard. Your PDC will assist you in obtaining the instructions and materials needed to secure these competencies. In many cases, you will complete a Performance Qualification Standard (PQS) and sit before a qualification board to obtain the competency.

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2.5. Earn and maintain your recommendation for advancement: Chapter 5, Section G of the Enlisted Accessions, Evaluations, and Advancements Manual, COMDTINST M1000.2, contains specific policy and guidance on the advancement recommendation. It is the member's responsibility to consult with their supervisor immediately after reporting aboard a new unit and at regular intervals after that, on the requirements needed to maintain recommendation for advancement. Keeping lines of communication open will ensure there are no surprises when evaluations are done.

2.6. Review Your Personal Data Extract (PDE): SWE eligibility requirements are noted on your PDE. Your PDE is issued by the Pay and Personnel Center Advancements Branch (PPC-ADV) and available in Direct Access. The PDC or Servicing Personnel Office can assist you with obtaining and understanding your PDE.

2.7. Take the Servicewide Examination (SWE). The SWE is a norm-referenced test used to rank order eligible members by rating and grade for advancement. The SWE is offered to all eligible Active Duty members in May, and eligible Active Duty members testing for advancement to E-5 and E-6 in May and November. The SWE is offered to eligible Reserve members for all grades in October. Test questions can only be derived from references listed in the RPQ and EPQ Standards.

2.8. Notes on Advancements: Taking the SWE is the last part of the advancement process a member influences. You must be recommended for advancement by your CO/OIC, have served the required time in grade, completed the RPQ Standard, EPME tasks, and obtain any necessary core competencies. Once all the SWE tests are graded, an advancement eligibility list is published ranking members from first to last. Enlisted advancements are based on actual vacancies within a rating.

When an enlisted person leaves a vacancy through advancement or discharge, or when a new position is authorized, a vacancy is created, and someone will be advanced to fill it. When a new advancement eligibility list is published, it will generally have a cut noted on the list. Members above the cut are guaranteed advancement as long as they otherwise remain eligible, and are no longer required to sit for the next SWE.

3. Professional Development Coach (PDC) Instructions.

3.1. Role of the PDC. The PDC's job is to support the trainee in their pursuit of advancement. Part of the responsibility of a Coast Guardsman is to prepare the next generation to take on the duties required for mission success. Training subordinates is one method of obtaining mastery within your career field. PDCs should allow adequate time for trainee interaction.

Supervisors are encouraged to set aside time during the workday to facilitate advancement training. It is also a good idea for PDCs to collaborate on scheduling to provide trainees with the opportunity to perform RPQs in a group environment.

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3.2. A PDC should be the following:

- Recommended for advancement. A member not recommended for advancement should concentrate efforts towards earning a recommendation for advancement versus serving as a PDC.
- Possess the required qualifications for their current billet. Members currently training or certifying to fill their position need time to master job requirements and do not have adequate time to devote to teaching a subordinate. Therefore, it is best to have the member become qualified in their current position BEFORE taking on the role of the PDC.
- Be physically able to perform the tasks required to demonstrate them to the trainee.
- Be patient as the trainee strives to acquire the required skills and abilities for advancement.

3.3. Assignment of PDC. The PDC role is critical to the ERATS process. By signing off an RPQ, the PDC is confirming the trainee can perform the associated task under the listed condition and standard. Ideally, a trainee will have only one PDC while attempting qualification for advancement. However, circumstances may not allow this to be possible. PDCs should communicate with each other on the progress of the trainee. Also, all command authorized PDCs need to be recorded in Section V of the RPQ Standard. It is highly recommended that commands develop a list of unit approved PDCs.

3.4. Completion of tasks. Upon assignment as a PDC, trainees should schedule time to develop a training plan/schedule, and cover expectations. Reviewing the entire RPQ Standard with the trainee noting opportunities for performance is the preferred method to begin establishing the coaching and development of a training plan/schedule.

3.5. The RPQ process should be performed as follows:

- The trainee shall review the task and read associated references for each step.
- The PDC shall demonstrate the performance of the task to the trainee.
- The trainee shall describe the performance of the task to the PDC. The PDC may ask questions concerning the performance of the task as a method to assess the trainee's knowledge about performance of the task.
- The trainee shall perform the task under the close supervision of the PDC if stated in the RPQ condition. The PDC may direct the trainee to complete the task several times before attempting sign-off.
- When ready for signoff, the trainee shall perform the task unassisted and under real conditions (unless otherwise noted by the RPQ). The PDC should evaluate completion against the RPQ standard. A PDC cannot adjust the standard to make the task easier or harder to complete.
- The Commanding Officer or RPQ Reviewer shall verify a candidate has completed the RPQs and authorize entry into DA by the unit's Personnel and Administration (P&A) entity.

Trainee, Professional Development Coach (PDC) and Reviewer Guide

4. CO/OIC/RPQ Reviewer Instructions.

4.1. RPQ Reviewers. The RPQ Reviewer is the CO/OIC or designated representative and is responsible for ensuring the validity and integrity of ERATS at their unit. Before certifying a trainee within DA or the appropriate training management system, the reviewer should verify the RPQ Standard is complete and accurate. Consistent communication/consultation between the RPQ Reviewer and PDC is strongly encouraged and recommended.

4.2. Delegation of Authority. CO/OICs are designated as the RPQ Reviewer for their unit. CO/OICs may delegate the authority to certify completion of RPQs to subordinates so the unit's rating advancement training responsibilities can be properly executed. CO/OICs should designate the **minimum** number of RPQ Reviewers necessary to preserve the standardization and integrity of the system. RPQ Reviewers must possess the following attributes:

- One paygrade senior to the members they are certifying.
- Designated in writing. (a memo template is provided in appendix (b)).
- Assigned the RPQ Reviewer authority.
- An XO/XPO, unit training officer, or Gold or Silver Badge if they are certifying completion of RPQs for members of all ratings at their unit.
- The senior enlisted member of their rating. (May only certify for members of the same rating.)
- The Leading Chief Petty Officer (LCPO) at AIRSTAs if verifying AMT, AET, and AST. In cases where the CO/OIC is the same grade as the trainee, certification shall be performed at the next level in the chain of command.

4.3. Deferral of RPQ. Only COs/OICs (Personnel designated as Commanding Officer's of Enlisted Personnel) may defer tasks when the necessary resources, excluding time, to complete the tasks are unavailable. Deferring an RPQ for the sole purpose of meeting the SWE terminal eligibility date is not authorized. RPQ deferrals expire upon a members transfer or when resources become available to perform the task. Reasonable attempts to procure the resources or send the member TDY should be made before granting a deferral. If the CO/OIC is unsure of whether to grant a deferral, they should consult with the Rating Force Master Chief for guidance.

Sample Designation Memo

U.S. Department of
Homeland Security

United States
Coast Guard



Commanding Officer
Your unit

UNIT ADDRESS EXAMPLE:
300 East Main Street suite 1000 Norfolk,
VA 23510
Phone: (757)628-4324
Fax: (757) 628-4337

5232
Date 20XX

MEMORANDUM

From: Commanding Officer Name

Reply to
Attn of:

To: FI. MI. Last Name, Rate/Rank

Subj: APPOINTMENT AS RATING PERFORMANCE QUALIFICATION REVIEWER

Ref: (a) ALCOAST 577/11

1. In accordance with reference (a), you are hereby appointed as a Reviewer for the XX rating, grades E4 to E8.
2. As a reviewer, you are authorized to certify the completion of all rating-specific advancement requirements and approve members for the rating competency code. You shall familiarize yourself with and perform your duties in accordance with guidelines established on the CG-RPQ record and ensure all requirements are properly completed and recorded for SWE eligibility at the earliest opportunity. It is my expectation that you will ensure the quality and integrity of the advancement program.
3. This assignment will remain in effect until you transfer from this command.
4. Congratulations on your selection as an XX RPQ reviewer.

#

Copy: Member's SPO PDR