

**Charcuterie Professional Certification (CPC) Examination- Certified Salumiere
Content Outline**

The content outline is a delineation of the major domains of practice, tasks performed, and knowledge applied, by a charcuterie professional in the practice of their profession. A charcuterie professional is an individual with knowledge of the production, marketing, handling, and characteristics of charcuterie. The charcuterie professional understands business, safety and sanitation practices associated with the sale of charcuterie. Educates customers on individual product attributes (e.g., origin, production methods) to facilitate sales and to meet the needs of the customers (e.g., retailer, restaurant, consumer).

The Charcuterie Professional Certification (CPC) Examination consists of 100 multiple-choice test questions distributed among the major domains of practice as presented below:

Major Domains of Practice	Percentage of Test Questions
I. Preparation of Charcuterie Products for Merchandising	8%
II. Marketing/Sales, including Customer Service, Merchandising	42%
III. Product Handling	28%
IV. Business Practices and Finance	7%
V. Safety and Sanitation Regulations	15%
Total	100%

DOMAIN I. Preparation of Charcuterie Products for Merchandising

Task 1.1. Wash and brush product to properly remove mold and maintain appearance and flavor in order for the product to be appealing to customers (e.g., restaurants, food service/catering, and retail).

The safe and effective performance of this task requires knowledge of:

- K-1. The difference between good and bad mold
- K-2. Sound sanitation practices

Task 1.2. Remove the casing to make the product appealing to the customer when appropriate.

The safe and effective performance of this task requires knowledge of:

- K-3. Differences in casings (e.g., edible vs. inedible, natural, collagen, synthetic, plastic)
- K-4. Products that have casings (e.g., dried, semi-dried, cooked)

Task 1.3. Trim the product by hand to maintain the intended integrity of the product.

The safe and effective performance of this task requires knowledge of:

K-5. Why trimming is taking place (e.g., to remove skin, rancidity, inedible and/or desiccated pieces, to defat, dealing with gelee, wax)

Task 1.4. Cut the product by machine or by hand in accordance with the specific methods recommended for various styles.

The safe and effective performance of this task requires knowledge of:

K-6. Proper approach/technique and recommended method for each item whether with the grain, against the grain, thickness, etc.

K-7. When to set up a station cut using a knife.

K-8. When to set up a station cut using a slicer

K-9. How to properly operate a slicer (hand crank vs. electric)

Task 1.5. Set up a station properly in accordance with safety and ergonomics to slice with a knife or slicer.

The safe and effective performance of this task requires knowledge of:

K-10. How to set up a cut station using a knife, slicer, manual (i.e., hand crank or electric)

Task 1.6. Select and maintain appropriate equipment in accordance with products offerings.

The safe and effective performance of this task requires knowledge of:

K-11. How equipment and tools can impact texture, flavor, and trim loss

K-12. What product and equipment are available

K-13. The lifespan of the equipment and why that is important

K-14. Operation and maintenance of the equipment

Task 1.7. Train staff on how to operate and maintain equipment used in cutting charcuterie.

The safe and effective performance of this task requires knowledge of:

K-11. How equipment and tools can impact texture, flavor, and trim loss

K-12. What product and equipment are available

- K-13. The lifespan of the equipment and why that is important
- K-14. Operation and maintenance of the equipment

Task 1.8. Sharpen equipment with regard to manufacture recommendations on a consistent schedule to ensure lifespan of both equipment and product, safety, efficiency, appearance and yield.

The safe and effective performance of this task requires knowledge of:

- K-18. How to clean, sharpen, and what tools to use
- K-19. How each type of equipment/item (e.g., the blade) is to be presented
- K-20. Cutting procedures to maximize product and to minimize product waste

DOMAIN II. Marketing/Sales, including Customer Service, Merchandising

Task 2.1. Educate customers for value-added sales by describing products' style, ingredients, origin, preparation, producers, and characteristics.

The safe and effective performance of this task requires knowledge of:

- K-21. Categories of charcuterie, such as: dried whole muscle, cooked, and fermented as listed below:

- K-21.1 Whole Muscle (Not Smoked, Smoked)**
- K-21.2 Whole Muscle Cooked (Not cooked)**
- K-21.3 Ground Fermented (Smoked, Not Smoked)**
- K-21.4 Ground Cooked (Smoked, Unsmoked)**
- K-21.5 Common examples of each style from these countries**

- K-22. Common examples of charcuterie typical of certain countries (e.g., Spain, France, Italy, Hungary, Germany, Poland, Asia, Great Britain, Canada, South America, and United States) as listed below:

- K-22.1 Whole Muscle dry**
 - Bresaola
 - Culatello
 - Guanciale
 - Lardo
 - Pancetta
 - Prosciutto di Parma
 - Prosciutto San Daniele
 - Jambon de Bayonne
 - Jamon Serrano

Iberico de Bellota
Lomo
Coppa
K-22.2 Whole Muscle Dried/Smoked
Speck
Westphalian Ham
Virginia Ham
K-22.3 Whole Muscle Cooked Unsmoked
Prosciutto Cotto
Roast beef
Roast turkey
Capicola
Corned Beef
K-22.4 Whole Muscle Cooked Smoked
Pastrami
K-22.5 Ground Fermented Unsmoked
Hard Salami
Genoa
Nduja
Soppressata
Saussicon Sec
Fuet
Soujuk
Lampchung
K-22.6 Ground Fermented Smoked
Pepperoni
Cervelat
K-22.7 Ground Cooked Unsmoked
Salami Cotto
Bologna
Mortadella
Mousse
Terrine
Pâté
En Croute
Gallantine
Rillettes
Boudin
Torchon
Cotechino
K-22.8 Ground Cooked Smoked
Wurst
Hotdogs
Andouille

- K-23. The various parts/whole muscles of the animal
- K-24. Flavor profiles, texture, aroma, mouth feel of products
- K-25. Perceivable (i.e., organoleptic) attributes and defects
- K-26. Country, origin, history of various charcuterie
- K-27. Classic/tradition pairings (food and beverage) versus trends
- K-28. How to explain the difference between ready-to-eat charcuterie versus charcuterie that needs to be cooked
- K-29. Shelf stable versus not shelf stable charcuterie
- K-30. Basic preparation methods of charcuterie (e.g., confit is cooked in fat, grinding, mixing, stuffing)

Task 2.2. Cut appropriate amount and size for each item (portion control) for different serving situations.

The safe and effective performance of this task requires knowledge of:

- K-31. Standard portion sizes and prep volume for given service needs
- K-32. When the product is past the point of what the producer intended it to taste like (i.e., past its prime)
- K-33. That the drier the product, the thinner the slice
- K-34. Appropriate service/packaging for consumer based on the sales setting (i.e., retail/food service)

Task 2.3. Display products in a fashion that represent origin, integrity, and characteristics of products to foster marketability to the customer (i.e., consumer, food service).

The safe and effective performance of this task requires knowledge of:

- K-46. Merchandising (e.g., charcuterie boards, retail displays)
- K-47. Cross merchandising (e.g., pairings, complimentary products)
- K-48. Temperature control to maintain product displays
- K-49. Sound sanitary practices

DOMAIN III. Product Handling

Task 3.1. Receive product from vendor and check product against invoice for order accuracy to ensure receipt of proper product at the proper temperature.

The safe and effective performance of this task requires knowledge of:

- K-39. Appropriate temperature ranges for charcuterie products
- K-40. Physical product/packaging characteristics (e.g., damage, proper counts, appropriate labeling, evidence of pest infestation, etc.) when conducting initial inspection of product
- K-41. Appropriate paperwork upon receipt of product (e.g., invoice, order forms, trade specifications, etc.)

Task 3.2. Properly store product by maintaining temperature control, and packaging to ensure consistent quality and saleability of product.

The safe and effective performance of this task requires knowledge of:

- K-44. Methods of storage to maintain product integrity (temperature of storage upon receipt)
- K-45. FIFO inventory management to ensure maintenance of shelf life and quality of product

Task 3.3. Employ the proper packaging format and material for the appropriate style and format to ensure proper shelf life and condition.

The safe and effective performance of this task requires knowledge of:

- K-35. Manufacturing packaging formats (e.g., gas flush, cryovac, easy peel, resealable, inter leaf, MAP, paper, tray) and how it effects condition of products for sale
- K-36. Retail packaging materials available (e.g., deli paper, deli bags)
- K-37. The type of packaging to use with various products
- K-38. USDA, FDA and health code labeling guidelines

Task 3.4. Monitor inventory by periodically taking temperature of products, to ensure quality maintenance, visual appearance, and olfactory characteristics.

The safe and effective performance of this task requires knowledge of:

- K-2. Sound sanitation practices
- K-50. How to reduce product "loss" (e.g., waste)
- K-51. Common characteristics of charcuterie products (looks, taste, smell)
- K-52. Concept of "par" levels vs. the quantification of par levels

Task 3.5. Keep accurate sales reports by conducting periodic physical inventory to ensure quality and profitability.

The safe and effective performance of this task requires knowledge of:

- K-52. Concept of "par" levels vs. the quantification of par levels

K-53. Physical inventory procedures

K-54. Forecasting techniques (e.g., forecasting history, planograms, holiday season)

Task 3.6. Prepare inventory for sale through a variety of preparation forms to present to customers through sampling, appealing display and suggested pairings.

The safe and effective performance of this task requires knowledge of:

K-2. Sound sanitation practices

K-46. Merchandising (e.g., charcuterie boards, retail displays)

K-47. Cross merchandising (e.g., pairings, complimentary products)

K-48. Temperature control to maintain product displays

K-55. How to present and merchandise product (e.g., slice thickness, quantity, item compatibility)

K-56. Cost effectiveness for the purpose of merchandising (e.g., sampling proportionate amount of product)

K-57. How to articulate product characteristics in an effective manner to consumer (e.g., air dried, cold smokes, semi-dried vs dry cured, etc.)

Task 3.7 Evaluate and assess product upon receiving to determine potential returns of charcuterie products due to quality issues.

The safe and effective performance of this task requires knowledge of:

K-66. Components of an invoice for the product (i.e., by each, by the lb.) and understand the difference between gross and net weight

K-67. The parameters of quality of product baseline (i.e., to determine if there are quality issues for possible rejection of receiving)

K-68. Code dating (i.e., Julian, Production Date, Best Before Dates)

K-69. The difference between markup and margin (i.e., to determine retail pricing, promotional pricing)

DOMAIN IV. Business Practices and Finance

Task 4.1. Manage shrink and inventory by reviewing receiving practices (e.g., FIFO), close dated reports, through sampling and promotional events in order to maximize sales and reduce shrink.

The safe and effective performance of this task requires knowledge of:

K-58. Storage requirements (e.g., temperatures, shelf life, receive dates)

- K-59. Inventory reports (e.g., daily, weekly, monthly sales as it pertains to current on hand inventory, expiring item list)
- K-60. Passive/active sampling policies (e.g., food safety, presentation of samples, utilization sampling logs)
- K-61. Planning promotional events (e.g., customer classes, meet the maker, focus products and special sales)

Task 4.2. Forecast product orders based on sales, inventory, promotions and seasonal demand to ensure proper inventory levels and supply of product.

The safe and effective performance of this task requires knowledge of:

- K-52. Concept of "par" levels vs. the quantification of par levels
- K-54. Forecasting techniques (e.g., forecasting history, planograms, holiday season)
- K-62. How to create stock buffers based on sales history, upcoming promotions or seasonal shifts in demand
- K-63. Lead times for aged products to communicate forecasts within expected lead times
- K-64. Promotional calendars (i.e., how it pertains to current product skus)
- K-54. Forecasting techniques (e.g., forecasting history, planograms, holiday season)

Task 4.3. Process invoices to verify that correct pricing and promotions are applied and to ensure continued supply.

The safe and effective performance of this task requires knowledge of:

- K-41. Appropriate paperwork upon receipt of product (e.g., invoice, order forms, trade specifications, etc.)
- K-65. Policies regarding proper and efficient invoice processing
- K-66. Components of an invoice for the product (i.e., by each, by the lb.) and understand the difference between gross and net weight

Task 4.4 Coordinate and manage promotional funding to plan promotions, events, sales and maximize return on investment (ROI).

The safe and effective performance of this task requires knowledge of:

- K-70. Promotional calendars to use available funding (i.e., manufacturer based) to strategize movement "lifts"

Task 4.5 Develop costing and merchandising strategy for value added applications of product to determine additional cost of using product in a catering or special-order capacity (e.g., labor to slice, charcuterie boards, accompaniments).

The safe and effective performance of this task requires knowledge of:

- K-72. Labor cost, component cost to develop menus/special order lists, accounting for increased cost of value-added products
- K-73. Pairings, complimentary accompaniments
- K-74. Shelf life, proper storage and food safety requirements for prepared charcuterie and accompaniment boards.

DOMAIN V. Safety and Sanitation Regulations

Task 5.1. Ensure that all federal, state, and local regulations and standards for product freshness, safety, refrigeration, sanitation and weights and measures are met.

The safe and effective performance of this task requires knowledge of:

- K-76. Federal government agencies (i.e., USDA) that regulate the food industry
- K-77. Recall procedures

Task 5.2. Follow Safe Quality Food (SQF) Good Manufacturing Practices, personnel safety and business guidelines.

The safe and effective performance of this task requires knowledge of:

- K-78. Proper food safety standards (e.g., HACCP, SQF)

Task 5.3. Ensure the proper execution and documentation of SOPs and HACCP programs.

The safe and effective performance of this task requires knowledge of:

- K-78. Proper food safety standards (e.g., HACCP, SQF)

Task 5.4. Maintain proper temperature procedures and rotation for all products by using First-in-First-out (FIFO) rules to ensure proper rotation.

The safe and effective performance of this task requires knowledge of:

- K-45. FIFO inventory management to ensure maintenance of shelf life and quality of product
- K-76. Federal government agencies (i.e., USDA) that regulate the food industry
- K-78. Proper food safety standards (e.g., HACCP, SQF)

Task 5.5. Clean and/or sanitize equipment using proper procedures with regard to allergens, preferences, safety and/or flavor transfer.

The safe and effective performance of this task requires knowledge of:

- K-15. The six most common allergens
- K-16. Time/temperature versus shelf stable
- K-17. Cleaning and/or sanitizing procedures

Knowledge Statements

The safe and effective performance of the tasks requires knowledge of:

- K-1. The difference between good and bad mold
- K-2. Sound sanitation practices
- K-3. Differences in casings (e.g., edible vs. inedible, natural, collagen, synthetic, plastic)
- K-4. Products that have casings (e.g., dried, semi-dried, cooked)
- K-5. Why trimming is taking place (e.g., to remove skin, rancidity, inedible and/or desiccated pieces, to defat, dealing with gelee, wax)
- K-6. Proper approach/technique and recommended method for each item whether with the grain, against the grain, thickness, etc.
- K-7. When to set up a station cut using a knife.
- K-8. When to set up a station cut using a slicer
- K-9. How to properly operate a slicer (hand crank vs. electric)
- K-10. How to set up a cut station using a knife, slicer, manual (i.e., hand crank or electric)
- K-11. How equipment and tools can impact texture, flavor, and trim loss
- K-12. What product and equipment are available
- K-13. The lifespan of the equipment and why that is important
- K-14. Operation and maintenance of the equipment
- K-15. The six most common allergens
- K-16. Time/temperature versus shelf stable
- K-17. Cleaning and/or sanitizing procedures
- K-18. How to clean, sharpen, and what tools to use
- K-19. How each type of equipment/item (e.g., the blade) is to be presented
- K-20. Cutting procedures to maximize product and to minimize product waste
- K-21. Categories of charcuterie, such as: dried whole muscle, cooked, and fermented as listed below:

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K-22.1 Whole Muscle dry

Bresaola

Culatello

Guanciale

Lardo

Pancetta

Prosciutto di Parma

Prosciutto San Daniele

Jambon de Bayonne

Jamon Serrano

Iberico de Bellota

Lomo

Coppa

K-22.2 Whole Muscle Dried/Smoked

Speck

Westphalian Ham

Virginia Ham

K-22.3 Whole Muscle Cooked Unsmoked

Prosciutto Cotto

Roast beef

Roast Turkey

Capicola

Corned Beef

K-22.4 Whole Muscle Cooked Smoked

Pastrami

K-22.5 Ground Fermented Unsmoked

Hard Salami

Genoa

Nduja

Soppressata

Saussicon Sec

Fuet

Soujuk

Lampchung

K-22.6 Ground Fermented Smoked

Pepperoni

Cervelat

K-22.7 Ground Cooked Unsmoked

Salami Cotto

Bologna

Mortadella

Mousse

Terrine

Pâté

En Croute

Gallantine

Rillettes

Boudin

Torchon

Cotechino

K-22.8 Ground Cooked Smoked

Wurst

Hotdogs

Andouille

K-23. The various parts/whole muscles of the animal

K-24. Flavor profiles, texture, aroma, mouth feel of products

K-25. Perceivable (i.e., organoleptic) attributes and defects

K-26. Country, origin, history of various charcuterie

K-27. Classic/tradition pairings (food and beverage) versus trends

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K-31. Standard portion sizes and prep volume for given service needs

K-32. When the product is past the point of what the producer intended it to taste like (i.e., past its prime)

K-33. That the drier the product, the thinner the slice

K-34. Appropriate service/packaging for consumer based on the sales setting (i.e., retail/food service)

K-35. Manufacturing packaging formats (e.g., gas flush, cryovac, easy peel, resealable, inter leaf, MAP, paper, tray) and how it effects condition of products for sale

K-36. Retail packaging materials available (e.g., deli paper, deli bags)

K-37. The type of packaging to use with various products

K-38. USDA, FDA and health code labeling guidelines

K-39. Appropriate temperature ranges for charcuterie products

K-40. Physical product/packaging characteristics (e.g., damage, proper counts, appropriate labeling, evidence of pest infestation, etc.) when conducting initial inspection of product

K-41. Appropriate paperwork upon receipt of product (e.g., invoice, order forms, trade specifications, etc.)

K-42. Types of thermometers

K-43. Proper scale use

K-44. Methods of storage to maintain product integrity (temperature of storage upon receipt)

- K-45. FIFO inventory management to ensure maintenance of shelf life and quality of product
- K-46. Merchandising (e.g., charcuterie boards, retail displays)
- K-47. Cross merchandising (e.g., pairings, complimentary products)
- K-48. Temperature control to maintain product displays
- K-49. Sound sanitary practices
- K-50. How to reduce product "loss" (e.g., waste)
- K-51. Common characteristics of charcuterie products (looks, taste, smell)
- K-52. Concept of "par" levels vs. the quantification of par levels
- K-53. Physical inventory procedures
- K-54. Forecasting techniques (e.g., forecasting history, planograms, holiday season)
- K-55. How to present and merchandise product (e.g., slice thickness, quantity, item compatibility)
- K-56. Cost effectiveness for the purpose of merchandising (e.g., sampling proportionate amount of product)
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- K-58. Storage requirements (e.g., temperatures, shelf life, receive dates)
- K-59. Inventory reports (e.g., daily, weekly, monthly sales as it pertains to current on hand inventory, expiring item list)
- K-60. Passive/active sampling policies (e.g., food safety, presentation of samples, utilization sampling logs)
- K-61. Planning promotional events (e.g., customer classes, meet the maker, focus products and special sales)
- K-62. How to create stock buffers based on sales history, upcoming promotions or seasonal shifts in demand
- K-63. Lead times for aged products to communicate forecasts within expected lead times
- K-64. Promotional calendars (i.e., how it pertains to current product skus)
- K-65. Policies regarding proper and efficient invoice processing
- K-66. Components of an invoice for the product (i.e., by the each, by the lb.) and understand the difference between gross and net weight
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- K-68. Code dating (i.e., Julian, Production Date, Best Before Dates)
- K-69. The difference between markup and margin (i.e., to determine retail pricing, promotional pricing)
- K-70. Promotional calendars to use available funding (i.e., manufacturer based) to strategize movement "lifts"
- K-72. Labor cost, component cost to develop menus/special order lists, accounting for increased cost of value-added products
- K-73. Pairings, complimentary accompaniments
- K-74. Shelf life, proper storage and food safety requirements for prepared charcuterie and accompaniment boards.
- K-75. Cross utilization of product in a food service setting
- K-76. Federal government agencies (i.e., USDA) that regulate the food industry

- K-77. Recall procedures
- K-78. Proper food safety standards (e.g., HACCP, SQF)
- K-79. Animal and production technology to better understand the products
- K-80. Third-party animal welfare ratings and other designations (e.g., certified organic, B corporation)
- K-81. Knowledge of how and why nitrates and/or nitrites are used in the production of charcuterie
- K-82. USDA label of uncured
- K-83. Fermentation (i.e., natural, starter culture) and acidification methods (i.e., citric acid)