

# CIEH Level 2 Award in Food Safety for Retail Syllabus

## A Introduction to food safety

Candidates should understand the terminology used in food safety and should be able to:

- i** Define the terms food safety, food poisoning, food-borne illness, contamination, hazard and HACCP.
- ii** State the consequences of poor standards of food hygiene and the benefits of good standards.
- iii** Explain the use of a documented food safety management system.
- iv** Understand the relationship between hazard and risk and how this can help prioritise action.
- v** Describe the symptoms of food poisoning.
- vi** Give examples of those people most at risk and the types of food commonly involved.
- vii** Describe the most common foods likely to trigger an allergic reaction, the symptoms of food allergy and potential risks in a food retail outlet.

## B The law

Candidates should understand the laws that apply to food retail businesses and should be able to describe, in general terms, the requirements of the current regulations and:

- i** Understand the role of enforcement officers, and the powers that local authorities have to control the sale of unfit, sub-standard or injurious food.
- ii** State the possible consequences of non-compliance with food safety law.
- iii** Describe the legal requirements of training and understand the importance of training, training records and refresher training.
- iv** Identify where to find further sources of information and guidance.
- v** Describe the importance of accurate record keeping to a food business.

- vi** Explain the concept of 'due diligence'.

- vii** Understand the levels of responsibility and authority of staff in a food retail outlet.

## C Food safety hazards

Candidates should understand the concept of food hazards, how the risk of food poisoning can be contained and be able to:

- i** Explain the concept of contamination and give examples of common food contaminants.
- ii** State common causes of physical, chemical and allergenic contamination and their effect on health.
- iii** State the biological and non-biological causes of food poisoning.
- iv** State what micro-organisms are and where they are to be found.
- v** State the causes of food spoilage, how to recognise it and what to do when it is discovered.
- vi** Name some common food poisoning bacteria and their likely sources.
- vii** Give examples of common food-borne illnesses and viruses.
- viii** State the factors that influence the multiplication of food poisoning bacteria.
- ix** Explain the process by which bacteria reproduce and the timescale of that process.
- x** State the high and low temperatures required to minimise bacterial multiplication.
- xi** Explain the significance of bacterial spores and toxins.
- xii** State the risks associated with food being handled by carriers or victims of food poisoning or food-borne illness.
- xiii** Understand the significance for microbial cross-contamination and spillage between foods.

- xiv** Explain how to prevent cross-contamination and, in particular, for activities involving handling of raw food, cooking of ready-to-go food and food displayed and served from open counters.
- xv** Understand the reasons for the separation of raw and ready-to-eat foods in storage, preparation, handling and display on open counters.
- xvi** Describe the indicators of potential food safety hazards, to whom they should be reported and, with the authority, how they should be dealt with.

## D Temperature controls

Candidates should understand how good temperature controls will minimise bacterial multiplication and should be able to:

- i** State the temperatures at which ambient, chilled and frozen food must be stored and displayed.
- ii** Describe what is meant by the cold chain and importance of minimising time between delivery into storage, preparation and restocking display units and counter.
- iii** State the temperatures required to destroy harmful bacteria and the temperature required to hot-hold food on display.
- iv** Explain how temperature-monitoring devices should be calibrated, used, cleaned and disinfected.
- v** Describe methods of checking and recording temperatures in temperature controlled display and storage areas.
- vi** Explain problems associated with customers inadvertently moving food out of intended storage.

## E Food handlers

Candidates should understand that those working in retail could impose a risk to food safety and be able to:

- i** Understand the importance of personal hygiene on food safety and how to create a good impression to customers.
- ii** Understand why direct food handling should be kept to a minimum.
- iii** Detail the need for hand washing at appropriate times, and recommended methods of hand washing.
- iv** Explain the importance of behaving safely and avoiding unhygienic habits when working with food.
- v** Describe the importance and properties of protective clothing and uniforms.
- vi** Describe the importance of standards of protective clothing needed for high-risk e.g. delicatessen and low-risk work activities e.g. stocking shelves.

- vii** Explain how jewellery and other accessories can be a hazard to food safety.
- viii** Understand the importance of reporting any skin conditions and infections before entering the food area.

## F Principles of safe food storage

Candidates should understand the importance of utilising appropriate storage and display conditions for different types of food and should be able to:

- i** Understand the significance and importance of 'use-by' and 'best-before' dates on food.
- ii** Describe the role of product identification and traceability codes.
- iii** Explain the procedures for checking and reporting the condition of food on receipt and while in storage.
- iv** Understand the principles of stock rotation.
- v** Understand procedures required for dealing with foods that may cause allergic reactions.
- vi** Describe the importance of separate storage of food from non-food goods such as cleaning chemicals and flowers.
- vii** Understand the significance of damage to packaging for the different types of wrapping and packaging.
- viii** Describe the different methods of preservation of food and the safe handling and storage methods for each.
- ix** Describe how out-of-date stock or quarantined product should be stored safely to prevent risk to good stock.

## G Cleaning

Candidates should understand the importance of cleaning in food retail outlets and should be able to:

- i** Describe the different types of waste and refuse in a food retail outlet and how it should be removed and disposed of safely.
- ii** Understand the role of cleaning in preventing food contamination.
- iii** Describe the washing facilities that should be provided for food and equipment.
- iv** Explain the terms cleaning, disinfection, sanitization and sterilisation.
- v** Explain the importance of using approved cleaning chemicals and how to use them safely.
- vi** Describe how clean and suitable cloths should be used for different tasks.
- vii** Understand the significance of cleaning schedules and a 'clean as you go' policy.
- viii** Describe the effective cleaning of storage and public areas and the role of contract cleaners.

## H Food premises and equipment

Candidates should recognise the need for high standards for structure and equipment to promote good hygiene in food outlets and should be able to:

- i** Explain the importance of retail areas being suitably fitted out and equipped and the hazards associated with use of glass counter screens and with faulty surfaces and equipment.
- ii** Identify the essential first aid equipment and training required in a food retail outlet.
- iii** Define the term 'food pest' and describe the conditions in which pests thrive and difficulties with constant door openings.
- iv** Name the different types of common food pests.
- v** Explain why customers should not bring domestic animals into retail premises and the rules for minimising risk from the exception of a blind person's guide dog.
- vi** List the signs of a pest infestation, how pests can be prevented and what actions should be taken in the event of an infestation being discovered.
- vii** Understand the importance of traceability of incoming and stored stock.



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