



Australian Government

HLTFSE007 Oversee the day-to-day implementation of food safety in the workplace

Release: 1

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Modification History

Release	Comments
Release 1	This version was released in <i>HLT Health Training Package release 3.0</i> and meets the requirements of the 2012 Standards for Training Packages. Significant changes to the elements and performance criteria. New evidence requirements for assessment, including volume and frequency requirements. Significant change to knowledge evidence. Supersedes HLTF309C

Application

This unit describes the skills and knowledge required to supervise the day-to-day implementation of the food safety program across the entire business, process or food handling area.

This unit applies to workers who oversee and support others to implement the requirements of the food safety plan.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes.

Performance criteria specify the level of performance needed to demonstrate achievement of the element.

1. Support colleagues to implement the food safety program

- 1.1 Communicate food safety requirements and procedures to others in the workplace
- 1.2 Support people in the food area to meet food safety requirements
- 1.3 Instruct food handlers on food safety program and

ELEMENT**PERFORMANCE CRITERIA**

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legal requirements for completing food safety records

2. Control food safety in the workplace

2.1 Identify processes and procedures that have or could result in a food safety breach

2.2 Implement procedures and controls for responding to and preventing food safety breaches

2.3 Investigate actual and potential non-conformance and complaints from clients relating to food safety

2.4 Respond to non-conformance and follow procedures to identify, separate and/or recall non-conforming food

2.5 Develop or revise procedures to support food safety control and prevent further breaches

2.6 Communicate all additional and/or revised processes and procedures to food handlers

Foundation Skills

The Foundation Skills describe those required skills (language, literacy, numeracy and employment skills) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

No equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>

Assessment Requirements for HLTFS007 Oversee the day-to-day implementation of food safety in the workplace

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Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in the elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role. There must be evidence that the candidate has:

- supervised workplace food safety program by:
 - communicating food safety requirements to at least 2 colleagues
 - identifying and revising at least 2 policies or procedures that may result in a food safety breach and communicating changes to colleagues
 - investigating at least 2 breaches or complaints and implemented appropriate corrective action and controls.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in the elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- legal obligations for food safety:
 - personal and company liability
 - relevant national, state/territory and industry-specific legislation and regulations
 - client requirements
- principles of a systematic approach to managing food safety, which includes:
 - identification of hazards that are likely to occur

- establishing appropriate methods of control
- monitoring controls
- describing corrective action to be taken if control conditions are not met
- recording information
- procedures for:
 - identifying, separating and recalling non-conforming product
 - handling, preparation, processing, display, packaging and storage requirements of materials and products used in the food handling area
 - reporting and record keeping
 - maintaining the food handling area:
 - cleaning and sanitation
 - pest control
 - waste management and food disposal
 - equipment calibration
 - temperature measuring devices.

Assessment Conditions

Skills must have been demonstrated in a workplace or a simulated environment that reflects workplace conditions. The following conditions must be met for this unit:

- use of suitable facilities equipment and resources, including:
 - food service and food safety program policies and procedures
 - food service facilities, equipment and utensils for handling, storing and disposing of food and beverages
 - appropriate clothing and footwear
 - personal protective clothing and wound dressings
 - food and beverages
 - cleaning equipment
 - hand washing facilities and equipment
- modelling of industry operating conditions.

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Links

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