



**Australian Government**

# **SIRRFSA001 Handle food safely in a retail environment**

**Release: 1**

# SIRRFSA001 Handle food safely in a retail environment

## Modification History

Not applicable.

## Application

This unit describes the performance outcomes, skills and knowledge required to handle food safely in the retail environment following organisational food safety procedures and relevant legislation and standard procedures.

It applies to individuals working in roles that involve the handling of food. They operate with some independence under general supervision and guidance from others, and within established organisational policies and procedures and relevant legislative requirements.

Food handlers must comply with the requirements contained within the Australia New Zealand Food Standards (ANZFS) Code (the Code).

The legislative requirement for a business to comply with the national standard for food safety practices, along with training and certification requirements, differ between State and Territory Governments. Those developing training to support this unit must consult the relevant state or territory food safety authority to determine any accreditation arrangements for courses, trainers and assessors.

In some states and territories businesses are required to designate a food safety supervisor who is required to be certified as competent in this unit through a registered training organisation.

## Pre-requisite Unit

Nil

## Competency Field

Food Safety

## Unit Sector

Retail

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes.

1. Follow food safety

### PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1.1. Access information from food safety program to ensure food

- program. handling is completed safely.
- 1.2. Monitor food safety according to organisational processes and document as required.
  - 1.3. Control identified food safety hazards relevant to operations.
  - 1.4. Take corrective action within scope of job responsibility when non-compliance and food safety hazards are identified and report to relevant personnel as required.
  - 1.5. Record food safety information, including equipment breakdowns, according to food safety program.
2. Store and handle food safely.
    - 2.1. Receive and transport food supplies to appropriate storage areas promptly, safely and without damage.
    - 2.2. Store and display food in environmental conditions that protect against contamination and maximise freshness, quality and appearance.
    - 2.3. Store food at controlled temperatures and ensure that food items remain at correct temperature during storage and display.
    - 2.4. Use cooling and heating processes that support microbiological safety of food.
    - 2.5. Identify and take action to remove potentially unsafe food safety processes or situations.
    - 2.6. Change or sanitise food-handling implements between handling different food products to avoid cross-contamination.
    - 2.7. Mark and keep separate from other foodstuffs any food identified for disposal until disposal is complete.
    - 2.8. Dispose of food promptly to avoid cross-contamination.
  3. Maintain personal hygiene standards.
    - 3.1. Follow hand washing procedures to minimise risk of contamination.
    - 3.2. Wear appropriate clothing and footwear and maintain uniform cleanliness standards.
    - 3.3. Secure hair and cover all open wounds to minimise risk to food safety.
    - 3.4. Report any health issues or illness to appropriate personnel.
  4. Maintain equipment and work area.
    - 4.1. Clean and sanitise equipment, surfaces and utensils following organisational procedures.
    - 4.2. Identify and report cleaning, sanitising and maintenance requirements.
    - 4.3. Dispose of or report chipped, broken or cracked food handling utensils.
    - 4.4. Take measures within scope of responsibility to ensure food-handling areas are free from insects, pests and vermin and report incidents of animal or pest infestation.

## Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

| SKILLS              | DESCRIPTION                                                                                                                                                                                                                                                                                    |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reading skills to:  | <ul style="list-style-type: none"><li>• interpret plain English documents that outline organisational policies and procedures for food safety and hygiene and sanitation practices.</li></ul>                                                                                                  |
| Numeracy skills to: | <ul style="list-style-type: none"><li>• calibrate and use a temperature probe and calculate timing appropriate to the preparation of food products</li><li>• follow simple dilution requirements for chemicals and cleaning products, and calculate ratios in order to make them up.</li></ul> |

## Unit Mapping Information

No equivalent unit.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d>

# Assessment Requirements for SIRRFSA001 Handle food safely in a retail environment

## Modification History

Not applicable.

## Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- demonstrate safe handling of food, following organisational policies and procedures and food safety program during three work shifts, by:
  - using appropriate control measures to control food hazards at each of the following points:
    - receiving
    - storing
    - preparing
    - displaying
    - disposing
  - completing food safety documentation, recording and reporting
  - maintaining personal hygiene standards
  - maintaining food work area and equipment.

## Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- key aspects of Commonwealth, state or territory and local food safety compliance requirements as relevant to job role:
  - personal hygiene
  - contents of national codes and standards that underpin regulatory requirements
  - reasons for food safety programs and what they must contain
  - local government food safety regulations and inspection regimes
  - consequences of failure to observe food safety policies and procedures
  - meaning of contaminant, contamination and potentially hazardous foods as defined by the Australia New Zealand Food Standards (ANZFS) Code (the Code)
- food handling and hygiene principles:
  - organisational food safety program, its purpose and implications for own work
  - own roles and responsibilities, and those of food safety personnel for food handling requirements from raw material to finished product
  - techniques for minimising contamination and spoilage

- common sources and types of contamination and food safety hazards, including:
  - conditions conducive to microbial growth
  - known allergens associated with food handling and processing
- common types of physical, chemical and microbiological agents that can contaminate food
- conditions that can cause physical, chemical and microbiological contamination
- correct storage of food, including hot, cold, raw and cooked, and appropriate control measures
- causes of deterioration of food, contamination, cross-contamination
- procedures for identifying and reporting potential or actual sources of contamination
- food handling implements
- need for change of implements between products
- correct storage medium for serving implements
- shelf life of food products
- control measures for food hazards
- procedures for recording failures in the food safety program, including equipment breakdowns
- temperature control and the temperature danger zone
- correct temperature of storage and display units and how to maintain:
  - load limits and effects of overloading
  - effects of breaking temperature chain
  - effects of blocking coils and air vents
- food storage requirements for:
  - refrigeration
  - freezers
  - dry stores
- cleaning work areas:
  - cleaning procedures and schedules for work areas and equipment (internal and external)
  - purpose and importance of cleaning and sanitation procedures
  - safe use and storage of cleaning tools, equipment and chemicals, and insecticides and pesticides
  - routine maintenance for work areas and equipment
  - waste collection and disposal, recycling and handling procedures
  - pest control procedures
- food handling practices for:
  - food segregation
  - food packaging for storage
  - labelling of food
  - stock rotation
- optimal maintenance of storage areas:

- cleanliness and sanitation
- ventilation
- lighting
- required temperature
- free from vermin or infestation
- free from defects
- correct disposal of damaged or spoiled supplies
- known allergens associated with food ingredients, food processing and handling
- application of workplace documentation for food handling:
  - organisational food safety program
  - organisational policies and procedures on hygiene and sanitation practices
  - food safety incident reports
  - safety data sheets for cleaning and sterilising products.

## Assessment Conditions

Skills must be demonstrated in a retail environment. This can be:

- an industry workplace
- a simulated industry environment.

Assessment must ensure access to:

- relevant documentation:
  - current plain English regulatory documents distributed by government regulators outlining key aspects Commonwealth, state or territory and local food safety compliance requirements as relevant to job role
  - organisational food safety program
  - organisational policies and procedures for food safety and hygiene and sanitation practices
  - hazard control measures
  - food safety incident report
  - cleaning and maintenance schedules and safety data sheets for cleaning and sterilising products
- personal protective clothing and equipment:
  - aprons and outerwear
  - food handling gloves
  - correct head and footwear
- cleaning and sanitation materials and chemicals
- a range a food products
- food handling implements
- food storage and display equipment.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

## **Links**

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