Food Safety Series (No.4)

December 2016

Food Hygiene Training Requirements

WEB VERSION

UNIVERSITY OF CAMBRIDGE

Introduction

It is a legal requirement under the Food Safety Act 1990 that all food handlers are trained in food hygiene to a level appropriate to their role.

A food handler is anyone that handles or prepares food even if it is not part of their regular duties. This includes individuals that prepare self catered buffets for meetings/functions but excludes those merely providing tea/coffee and biscuits etc for guests and visitors.

The level of training required is dependent on the role of the individual and the types of food involved.

Catering facilities e.g. tearooms, cafes, canteens etc can be classified as:

- **Low risk -** providing hot & cold beverages, pre-packaged biscuits, crisps, nuts, confectionary etc.
- **Medium risk -** providing pre-packed toasted sandwiches / Paninis, soup, jacket potatoes, pre-packed sandwiches etc.
- **High risk** - providing a full catering service including cooked meals, freshly made sandwiches and/or hot and cold buffets etc.

Levels of training

The following is an outline of basic/level 2 training and would usually be covered in a one day course. The overall aim is to develop a level of understanding of the basic principles of food hygiene.

- Food poisoning micro-organisms types and sources
- Simple microbiology, toxins, spores, growth & death
- Premises & equipment
- Common food hazards – physical, chemical, microbiological
- Personal Hygiene – basic rules and responsibilities
- Preventing food contamination
- Food poisoning, symptoms and causes
- Cleaning & disinfection
- Legal obligations & HACCP
- Pest control
- Effective temperature control of food e.g. storage, thawing, reheating, and cooking

Level 3 (intermediate) and Level 4 (advanced) training deals with food hygiene in more detail and cover food safety management and systems. Level 3 courses normally last 3 / 4 days and Level 4 courses 5 / 6 days.

Requirements

The table overleaf shows the minimum level of food hygiene training required for the groups of people listed.

In addition to this, staff members are encouraged to progress toward achieving a higher level should they and/or their Manager feel it appropriate.

Formal training is not required for individuals

that do not fall into the categories listed in the table although anyone that prepares food, even if infrequently, would benefit from basic/level 2 food hygiene training.

It is University Policy that basic/level 2 food hygiene training be updated at three yearly intervals and records maintained.

Training available

Food safety courses are held regularly at the University Centre and the training is provided by MAS Environmental (the appointed external consultants to the University). Details can be found at www. masenv.co.uk.

	Basic / Level 2	Level 3	Level 4
All food handlers/catering staff	Y		
Departmental staff preparing	Y		
Managers of low risk facilities	Y		
Managers of medium risk facilities		Y	
Managers of high risk facilities			Y
Supervisors of high risk facilities		Y	

Other leaflets in the Food Safety Guidance Notes Series

1 Food Safety for Charity Events - A guide for departments and faculties

2 Catering Options - A guide for departments and faculties

3 Staff Kitchens and Tearooms – General hygiene requirements

5 Guidance on Departmental Barbecue Safety

6 Purchase, Delivery and Storage of Food

7 Preparation and Service of Food

8 Personal Hygiene Requirements for Individuals Preparing or Serving Food

9 Cleaning and Pest Control in Food Preparation Areas

10 Food Safety Guidance for Departmental Christmas Parties

11 Food Safety for Charity Events – A guide for departments and faculties

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