






	Who?	What? (FSS 3.2.2A)	How?
<p>Category 1</p> 	<ul style="list-style-type: none"> <li>• Restaurants</li> <li>• Takeaways</li> <li>• Caterers</li> <li>• Bakeries</li> <li>• Hotels</li> <li>• Food stalls</li> </ul>	<p><i>Clause 6:</i> ...a food business that <b>processes or prepares and serves</b> unpackaged potentially hazardous food, into a food that is:</p> <ul style="list-style-type: none"> <li>• potentially hazardous food; AND</li> <li>• ready-to-eat food</li> </ul>	<ul style="list-style-type: none"> <li>- Provide suitable food safety training for your staff.</li> <li>- Appoint a Food Safety Supervisor.</li> <li>- Have records or procedures which demonstrate compliance.</li> </ul>
<p>Category 2</p> 	<ul style="list-style-type: none"> <li>• Delicatessens</li> <li>• Service stations</li> <li>• Convenience stores</li> </ul>	<p><i>Clause 7:</i> ...a food business that sells food that is:</p> <ul style="list-style-type: none"> <li>• potentially hazardous food, and ready to eat food, but <b>has NOT been processed or prepared</b> (other than slicing, weighing, repacking, reheating or hot-holding the food) by the food business.</li> </ul>	<ul style="list-style-type: none"> <li>- Provide suitable food safety training for your staff.</li> <li>- Appoint a Food Safety Supervisor.</li> </ul>
<p>Food Safety Training</p> 	<p>Category 1 and Category 2</p>	<p><i>Clause 10:</i> ...ensure that each food handler who prepares or serves food has, <b>before engaging in that activity:</b> (a) completed a food safety course; or (b) skills and knowledge of food safety and hygiene matters.</p>	<ul style="list-style-type: none"> <li>- Staff must be trained on the safe handling of food, food contamination, cleaning and sanitising of food premises and equipment and personal hygiene.</li> <li>- Consider having all staff complete 'I'M ALERT' training before starting.</li> <li>- Consider keeping a staff food safety training record.</li> </ul>
<p>Food Safety Supervisor</p> 	<p>Category 1 and Category 2</p>	<p><i>Clause 11:</i> ...a FSS should have recent, relevant and consistent skills and knowledge to handle food safely, particularly high risk food. They must be able to <b>recognise, prevent and fix food safety problems.</b></p>	<ul style="list-style-type: none"> <li>- Appoint a FSS with a formal certification from an RTO that is relevant to the role and that has been obtained within the past 5 years.</li> <li>- The FSS must be 'reasonably available'.</li> </ul>
<p>Records or Procedures</p> 	<p>Category 1</p>	<p><i>Clause 12:</i> ...a food business is to make records to <b>show it is adequately managing food safety</b> during key ('prescribed') activities. Prescribed activities involve handling unpackaged food that is both potentially hazardous and ready to eat.</p>	<ul style="list-style-type: none"> <li>- Maintain records or procedures which demonstrate compliance.</li> <li>- Show that you safely receive, store, process, display and transport food and that you have good standards for cleaning and sanitising.</li> <li>- Know who is responsible for completing and/or checking the records or procedures.</li> <li>- Know what tasks need to be done daily, weekly or monthly to manage food safety risks.</li> </ul>