



Supervision of food handlers

Goal: Ensure that everyone who handles food has the skills and knowledge needed to provide safe food and meet all food safety requirements.

What can go wrong?	What can I do?	How can I check?	What if it is not right?
Food safety may be at risk if staff are not supervised and managed appropriately	<p>Ensure the business has at least one food safety supervisor (FSS).</p> <p>A class 2 community group is not required to have a FSS under the Food Act, if the group:</p> <ul style="list-style-type: none"> only operates a food premises or vehicle for a maximum of two consecutive days or less at any one time, and those handling the food are mostly volunteers. <p>However, the community group may still choose to have a FSS if they wish. They may also be required to do so by other organisations or supplier requirements.</p>	<p>Check that appropriate policies, procedures, staff training and operational systems are in place.</p> <p>The FSS must be able to recognise and prevent food safety risks and be able to supervise other people handling food.</p> <p>You must be able to provide the name and qualifications of your current FSS to your council if requested to do so. Include details of the minimum competency codes.</p>	<p>Make sure your food safety supervisor has the right competencies – see www.health.vic.gov.au/foodsafety.</p> <p>Ensure that staff handling food know that they must follow the FSS's advice about how to handle food safely.</p> <p>Modify policies and procedures, staff training and operational systems as appropriate.</p>
Staff do not know how to handle food safely	<p>Ensure staff members understand the circumstances that may lead to food being unsafe and what action they can take to avoid it by:</p> <ul style="list-style-type: none"> providing information about food hygiene and personal hygiene techniques providing information about preparing and managing specific foods based on the tasks staff perform making sure staff understand and can implement cleaning schedules, record keeping and food recall procedures making sure staff understand the operating and cleaning requirements of equipment, including how to use and clean thermometers. 	<p>Observe the personal hygiene and food handling practices of all staff.</p>	<p>Improve staff supervision and training.</p> <p>Address non-compliant staff behaviour.</p>

