

# ASSESSMENTS

## SITXFSA001 USE HYGIENIC PRACTICES FOR FOOD SAFETY

<b>Trainee/Student Name:</b>	
<b>Assessor Name:</b>	
<b>School/Venue:</b>	
<b>Year (if applicable):</b>	

RECORD OF EVIDENCE	
o KBT	Date achieved:
o Activity	Date achieved:
o PD	Date achieved:

### Unit Completion

**This section below is only to be signed off when the trainee has achieved competency in all elements of this unit**

1. Follow Hygiene procedure and identify hygiene hazards.
2. Report any personal health issues.
3. Prevent food contamination.
4. Prevent cross-contamination

UNIT OF COMPETENCE	
Trainee/Student Signature:	Date:
Employer/Supervisor Signature:	Date:
Assessor Signature:	Date

Assessment must ensure access to fixtures, equipment and all items listed in the venue equipment checklist, including;

- food ingredients and ready to eat food items
- current plain English regulatory documents distributed by the commonwealth, state, territory or local government food safety authority
- Australia New Zealand Food Standards Code
- current commercial food safety programs, policies and procedures used for managing food safety

ASSESSMENTS – Use Hygienic Practices for Food Safety SITXFSA001 V2 0118  
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1. What role does the Environmental Health Officer have?

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2. According to the Food Safety Act 2008 what can they do?

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3. What is a food safety program?

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4. What five main points will the food safety program cover?

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5. What is HACCP and describe in your own words what it means.

H	
A	
C	
C	
P	

Meaning:

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6. Answer the following questions:

A commercial fridge should be between what temperatures?	
At what temperature should frozen food be kept at?	
What temperature should hot food be kept above?	

7. Match the following terms as defined by the Australia New Zealand Food Standards code with their definition:

Contaminant	Any biological or chemical agent, foreign matter or other substances that might compromise food safety or suitability
Contamination	Food that has to be kept at certain temperatures to minimise the growth of any pathogenic microorganisms that may be present in the food or to prevent the formation of toxins in the food
Potentially Hazardous Foods	The introduction or occurrence of a contaminant in food

8. Give an example of each of the following types of contamination:

Physical	
Chemical	
Microbiological	

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1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

[illegible]

12. Personal protective clothing and equipment is used for various job roles in the Hospitality industry. Give reasons for using each of the following examples:

PPE	Reason/task used for
Hat, cap or hairnet	
Apron	
Closed in shoes	
Gloves	

13. Answer the following statements as true or false:

If you identify any hygiene risks or poor organisational practices in your hospitality workplace that you cannot rectify you should report it to your supervisor.	True	False
You must report unsafe practices that breach hygiene procedures promptly.	True	False
Hygiene procedures only need to be followed when your supervisor is watching	True	False
If you sneeze directly onto a dish you are preparing it must be reported to your supervisor and thrown away.	True	False
Work clothes must be clean and well maintained	True	False
Not following organisational policies and procedures may have serious consequences	True	False

14. Identify three food hazards that may affect the health and safety of customers, colleagues and self.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

15. List three personal health issues that are likely to cause a hygiene risk.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

16. What must you do if you suffer from any of the health issues mentioned in Q15?

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17. What are the hygiene issues in regards to wearing jewellery, watches and hair accessories in food areas?

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18. Why should you only wear organisation – approved bandages and dressings?

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19. Once food is prepared what should be done to prevent unnecessary direct contact? Give three examples.

1. 

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2. 

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3. 

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20. List 2 things that you can do to ensure hygienic contact with food contact surfaces e.g. work benches.

1. 

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2. 

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21. What is the difference between cleaning and sanitising?

Cleaning: 

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Sanitising: 

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22. Describe how to sanitise a stainless-steel bench

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23. List 6 times when you should wash your hands

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2. 

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3. 

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24. Where should you wash your hands?

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25. Put these 5 steps for effective hand washing into order:

Step	Order (1-5)
Lather and scrub for 15 - 20 seconds, paying close attention to in between the fingers and under nails	
Wet your hands	
Use antibacterial soap	
Dry with paper towel	
Rinse thoroughly	



26. It is very important to follow hygiene procedures. Disregarding hygiene procedures can lead to potentially serious consequences. List three ramifications of failure to follow organisational policies and procedures and Food Safety Act

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

27. What do the following terms mean, and give an example of each

	Meaning	Example
Airborne diseases		
Food-borne diseases- Food Spoilage		
Food-borne diseases- Food Poisoning		
Infectious diseases		

28. What is food poisoning?

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29. Name two types of food poisoning bacteria and the source of contamination

Food poisoning bacteria	Source of contamination	Effect

### ACTIVITY 1

Attach a copy of the food safety program or your organisations hygiene and food safety procedures from your venue. Your Hospitality/Tourism environment may provide HGT with a master copy of your program/procedures.

List below 5 key points that you can interpret from the documents. The details should be written in your own words.

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_

## ACTIVITY 2

Read the extracts from two HACCP Charts below. Select the one most appropriate to your job role and answer the questions relating to them.

Milk and Bar Garnishes							
Production Steps	Hazard analysis	Critical Control Points	Control Measure	Critical Limits	Monitoring Procedures	Corrective Action	Documentation Procedures
<b>Receiving</b> milk	Biological Physical	Yes	Temperature  Use by date  Visual inspection	Temperature not to exceed 4°C At least 7 days before expiry Packaging should be intact	Probe thermometer  Visual check	Return to supplier	Record on goods received log
<b>Storing</b> of milk	Biological	Yes	Temperature  Use by date	Temperature not to exceed 4°C At least 7 days before expiry	Refrigerator thermometer check (2 x day)	Discard all product	Record results of check in Log book
<b>Preparation</b> using milk for coffee or cocktail	Biological	Yes	Temperature  Use by date	Temperature not to exceed 4°C  Should have at least 1 days before expiry  Should not be out of fridge for more than 2 hrs	Refrigerator thermometer check (2 x day)  If out of fridge for more than 2 hours	Discard contaminated product	Stock control sheet Inform supervisor

Crumbed Chicken							
Production Steps	Hazard analysis	Critical Control Points	Control Measure	Critical Limits	Monitoring Procedures	Corrective Action	Documentation and Verification Procedures
<b>Receiving</b> chicken	Biological growth of micro-organisms  Physical Foreign particles	Yes	Temperature  Visual inspection	Temperature not to exceed 4°C Packaging should be intact no foreign bodies If vacuum packed bag should be tight	Use Probe thermometer to check temperature Visual check for physical contamination	Return to supplier	Record on goods received log  Discuss action at regular meeting
<b>Storing</b> of chicken	Biological growth of micro-organisms	Yes	Temperature	Temperature not to exceed 4°C	Refrigerator thermometer check (2 x day)	Discard all product	Record results of check in Log book
<b>Preparation</b> Crumbing of chicken	Physical Foreign particles Biological growth of micro-organisms	Yes  Yes	Visual Inspection Sieve crumbs prior to processing  Time	No visible contaminants Complete task and return to refrigerator (less than 4°C) within 2 hours	Visual inspection prior to commencing task  Clock	Discard contaminated product If over 2 hours cook immediately.	Stock control sheet Inform supervisor Date and time sticker applied to prepared food

### Questions for HACCP Activity - Milk

1. What are the potential hazards that can occur during receiving of milk?

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2. During storage what temperature should the milk be kept at?

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3. How often should the temperature of the refrigerator be monitored?

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4. What is used to record the temperature of the refrigerator?

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5. What should you do if the refrigerator broke down and the temperature of the milk rose during storage for over two hours?

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**Questions for HACCP Activity - Crumbed chicken**

1. What are the potential hazards that can occur during the receipt of chicken?

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2. During storage what temperature should the chicken be kept at?

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3. How often should the temperature of the refrigerator be monitored?

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4. What is used to record the temperature of the refrigerator?

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5. What should you do if the refrigerator broke down and the temperature of the chicken rose during storage?

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## ACTIVITY 3

Read the following scenario and then answer the questions below.

Susie works at a restaurant in Perth. She is working a 10am- 6pm shift however during the day she starts to feel unwell and is sick in the bathroom. The restaurant is really busy, so she decides to finish her shift and then head home to rest. She doesn't want to let her team down.

1. What should Susie have done?

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2. Was there potential that Susie could have contaminated food with her personal health issue?

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3. To whom and how should she have reported her health issue?

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The following sections will be assessed at a time agreed with your trainer.

## PRACTICAL DEMONSTRATION

### Assessment Conditions

Skills must be demonstrated in an operational food preparation area. This can be:

- An industry workplace
- A simulated industry environment.

Follow Hygiene procedures and identify food hazards	Date:	Date:	Date:
Follow organisational hygiene procedures			
Report unsafe practices that breach hygiene procedures promptly Details:			
Identify food hazards that may affect the health and safety of customers, colleagues and self Details:			
Remove or minimise the hygiene hazard and report as appropriate for follow-up Details:			
Prevent Food Contamination	Date:	Date:	Date:
Maintain clean clothes, wear required personal protective clothing and only use organisation-approved bandaged and dressings <input type="checkbox"/> PPE <input type="checkbox"/> Clean correct uniform <input type="checkbox"/> Location of First Aid box Details:			

Prevent food contamination from clothing and other items worn Details:			
Prevent unnecessary direct contact with ready to eat foods Details:			
Ensure hygienic personal contact with food and food contact surfaces Details:			
Use Hygienic cleaning practices that prevent food – borne illnesses Details:			
Prevent Cross contamination by washing hands	Date:	Date:	Date:
Wash hands at appropriate times and follow hand washing procedures consistently Details:			
Wash hands using appropriate facilities			
Foundation skills			
Oral communication skills to: Report hygiene hazards and non compliant organisational practices accurately Details:			

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