



**CATAPULT**

# SITXFSA002

Participate in safe food handling practices

## Table of Contents (Extract)

**NOTE: This is a sample only. This cover page is not included in Catapult Smallprint's printed books.**

**This Table of Contents extract is taken from Catapult Smallprint's full hardcopy Trainer/Assessor Guide for the unit SITXFSA002.**

**For more information, including using our enhanced online version of this unit in Catapult LMS, or to purchase the Learner or Trainer printed books, please see this unit on our website by clicking this link:**

**<https://catapultlearning.com.au/product/SITXFSA002/>**

# Trainer/assessor guide

## SITXFSA002

# Participate in safe food handling practices

### Welcome to this unit of study

This unit describes the performance outcomes, skills and knowledge required to handle food safely during the storage, preparation, display, service and disposal of food. It requires the ability to follow predetermined procedures as outlined in a food safety program.

The unit applies to all organisations with permanent or temporary kitchen premises or smaller food preparation areas. This includes restaurants, cafes, clubs, and hotels; tour operators; attractions; function, event, exhibition and conference catering; educational institutions; aged care facilities; correctional centres; hospitals; defence forces; cafeterias, kiosks, canteens and fast food outlets; residential catering; in-flight and other transport catering.

Safe food handling practices are based on an organisation's individual food safety program. The program would normally be based on the hazard analysis and critical control points (HACCP) method, but this unit can apply to other food safety systems.

It applies to food handlers who directly handle food during the course of their daily work activities. This includes cooks, chefs, caterers, kitchen hands and food and beverage attendants.

It may be undertaken as:

- » part of a formal qualification nationally recognised through the Australian Qualifications Framework (AQF)
- » a stand alone unit
- » part of a formal skill set

# Contents

About this trainer/assessor guide .....	4
Learning resource.....	5
Topic 1: Follow food safety program. ....	5
Organisational food safety programs .....	5
Policies and procedures.....	11
Food hazards.....	15
Food safety monitoring.....	19
Non-conforming practices .....	22
Corrective actions .....	24
Check your understanding .....	29
Topic 2: Store food safely. ....	31
Food storage conditions .....	31
Controlled temperatures .....	39
Check your understanding .....	41
Topic 3: Prepare food safely. ....	43
Monitor food temperature .....	43
Ensuring safety of food .....	52
Check your understanding .....	55
Topic 4: Provide safe single use items. ....	57
Single use items .....	57
Check your understanding .....	59
Topic 5: Maintain a clean environment. ....	61
Cleaning and sanitising .....	61
Waste management .....	70
Cleaning, sanitising and maintenance requirements.....	72
Chipped, broken or cracked utensils.....	75
Animals and pests.....	76
Check your understanding .....	79
Topic 6: Dispose of food safely.....	81
Disposing of food.....	81
Check your understanding .....	83
References.....	85
Assessment workbook .....	87
Unit information .....	89
What is competency-based assessment?.....	91
How will my competency be assessed?.....	92
Assessment agreement.....	93
Foundation skills checklist.....	94

<b>Skills recognition.....</b>	<b>95</b>
Topic 1: Follow food safety program .....	96
Topic 2: Store food safely .....	97
Topic 3: Prepare food safely .....	98
Topic 4: Provide safe single use items .....	99
Topic 5: Maintain a clean environment .....	100
Topic 6: Dispose of food safely .....	101
<b>Knowledge questions .....</b>	<b>102</b>
Topic 1: Follow food safety program .....	104
Topic 2: Store food safely .....	113
Topic 3: Prepare food safely .....	119
Topic 4: Provide safe single use items .....	123
Topic 5: Maintain a clean environment .....	126
Topic 6: Dispose of food safely .....	135
Topic 7: Specific knowledge evidence .....	138
<b>Performance tasks.....</b>	<b>142</b>
Third party evidence collection agreement .....	143
Topic 1: Follow food safety program .....	144
Topic 2: Store food safely .....	147
Topic 3: Prepare food safely .....	148
Topic 4: Provide safe single use items .....	149
Topic 5: Maintain a clean environment .....	150
Topic 6: Dispose of food safely .....	151
<b>Completion record.....</b>	<b>153</b>
<b>Unit mapping and assessment checklist .....</b>	<b>154</b>
<b>Trainer/ assessor user instructions.....</b>	<b>159</b>

# About this trainer/assessor guide

---

## Learning resource

---

The learning resource is divided into the following topics:

- » Follow food safety program
- » Store food safely
- » Prepare food safely
- » Provide safe single use items
- » Maintain a clean environment
- » Dispose of food safely

Each topic provides information to help you gain the skills and knowledge required to perform the work tasks to which they refer. Read the information and practise the skills described. You should also take the opportunity to undertake additional independent research. Your trainer/assessor may also provide supplementary information including interpretation of the contents of this resource.

At the end of each topic is:

- » a set of true or false questions
- » a set of multiple choice questions

These questions provide an opportunity to check your understanding and progress. They are self-marking and do not form part of the assessment for the unit.

---

## Assessment workbook

---

To have this unit recognised as a formal qualification you need to have your skills and knowledge assessed. The assessment workbook provides:

- » information on competency-based assessment
- » instructions on how you will be assessed
- » assessment tools to assess your competence
- » instructions on how to complete the assessment tasks within each assessment tool

To be assessed as competent you need to provide evidence that you have the skills and knowledge to undertake the requirements of this unit. This assessment of competency is made by a qualified trainer/assessor from a registered training organisation. You must complete all the assessments as directed by your trainer/assessor to the required standard. It is not necessary to work through the guide in the order in which it is written. However this is at the discretion of your trainer/assessor.

---

## Disclaimer

---

Information contained in this resource is drawn from sources believed to be reliable. The firm, its employees, agents and contractors do not warrant the correctness of the sources used and accept no responsibility to any person for any errors or omissions or for any loss or damage howsoever caused from the use of this resource.

---