Guide to Food Safety Training
Level 3 – Food Safety Skills for Management
Food Service, Retail and Manufacturing Sectors

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ABOUT THIS GUIDE

What is This Guide About?

Guide to Food Safety Training Level 3 – Food Safety Skills for Management outlines the food safety skills that should be demonstrated by managers and supervisors in food businesses.

This is the third Guide to Food Safety Training published by the Food Safety Authority of Ireland (FSAI). The food safety skills in the FSAI '**Guide to Food Safety Training Level 1 and Level 2**' should be demonstrated by managers prior to progressing onto Level 3.

Food Safety Training

It is a legal requirement that food handlers are supervised and instructed and/or trained in food hygiene matters commensurate with their work activity. Those responsible for the development and maintenance of procedures based on HACCP principles or for the implementation of a recognised guide to good practice[1], must have received adequate training in the application of the HACCP principles.

For food safety training to be successful, the FSAI recommends a training approach which proactively encourages the implementation of skills and knowledge in the food business. This requires involvement and commitment from senior management, trainers and trainees. To assist food businesses meet their legal obligation, the FSAI in consultation with industry representatives, authorised officers and training providers, has produced the Guides to Food Safety Training.

[1] See FSAI website: Guides to Good Hygiene Practice

To Whom Does This Guide Apply?

The responsibility for the supervision and training of staff lies with the food business operator. Developing a culture of food safety throughout the food business is essential to ensure that staff are aware of the importance of good practices, the controls to be applied and the risks to be managed.

This guide outlines the skills that should be demonstrated by you, as the manager. For the purpose of this guide, the term 'manager' refers to staff who are responsible for the supervision and/or influencing the behaviour of any number of staff in respect of food safety. The number of staff supervised may vary from one upwards and the area of the food operation can range from one task/area to having ultimate responsibility for the entire food operation. This includes all generic terms such as proprietor, manager, supervisor, charge hand etc.

Consideration should also be given to the extent to which decisions of managers in other areas of your business, e.g. finance, human resources etc., may affect food safety.

As a member of the management team in your food business, you have a responsibility to ensure that you provide your customers with food that has been produced in accordance with food law and is safe to eat. This guide outlines the food safety skills to be demonstrated by managers and supervisors in food operations.

In some instances you will delegate the day-to-day application of some of these skills to your staff. However, it should be noted that legally, the primary responsibility for food safety lies with the food business operator. Where the application of food safety skills is delegated to staff, you have an obligation to:
• Ensure that they have the necessary skills and authority to carry out these tasks
• Support them by providing encouragement and the necessary resources
• Supervise them where necessary

Depending on the food operation, not all of the skills outlined in this guide will be relevant. As your organisation is best positioned to determine your business needs, this guide does not attempt to define the exact job specification/responsibilities of managers within your organisation. Familiarise yourself with what applies to your role and keep this in mind as you go through the guide.

You are responsible for continuously encouraging your staff to practice high standards of hygiene. You should ensure that you are kept informed and up-to-date with changes in food safety requirements.

Management commitment to food safety is essential as managers have a crucial role in influencing the attitude and actions of staff working in the food environment.

What if I Need Help?

When you review the skills in this guide you may feel that you need assistance in implementing them in your business.

Where this is the case, you may choose to:
- Attend training to provide you with the necessary knowledge
- Seek technical expertise (either in-house or an external consultant)

For information on how to choose the option that is most appropriate for your food business, please find a link to the FSAI publication; Food Safety Training – A legal requirement for everyone in the food industry.

Some food business operators may decide to employ external specialists to provide assistance/technical advice in order to achieve some of the required skills in this guide. Where this is the case, managers/supervisors who are working in the food operation must be involved in the decision making process and take ownership of the implementation and review of their food safety management procedures.

FSAI ONLINE RESOURCES

FSAI Online Resources

A number of online learning modules are available on the FSAI website (www.fsai.ie) including:

- Regulation 2073/2005 on Microbiological Criteria for Foodstuffs
- Food Contact Materials
- Food Information for Prepacked Foods
- Nutrition Information under FIC (Regulation 1169/2011)
- Food Additives
- Food Flavourings

These short modules have downloadable resources attached, with tests to check the learners' understanding and can provide a great training resource for food businesses.

Additional support documents and materials are available on the FSAI website (www.fsai.ie).

Relevant resources referenced in the food safety skills are listed in the Appendix.

HOW TO USE THIS GUIDE

The guide is divided into food safety skills which are presented in tabular format and categorised under the following headings:

- Skills Required Prior to Management Training, i.e. food safety skills required by the FSAI's 'Guide to Food Safety Training Level 1: Induction skills and Level 2: Additional Skills'
- Microbiological Hazards
- Chemical Hazards
- Physical Hazards
- Allergen Management
- Personal Hygiene
- Structural Hygiene
- Operational Hygiene
- Food Safety Management
- Staff Training and Management

HOW FOOD SAFETY SKILLS ARE PRESENTED

Food safety skills are presented in table format. The food safety skill *Manage and maintain the traceability system within your area of the food operation* is given as an example below.

> This is the actual **Skill**, i.e. what the manager does to show that they are ensuring the food is safe.

> This section breaks the skill into specific management activities.

Food safety skill	How management demonstrates this skill
	Food Safety Management
30. Manage and maintain the traceability system within your area of the food operation	Ensure: • Traceability system is fit for purpose and operates effectively • Traceability information within the food chain complies with the relevant legislation, e.g. requirements for food of animal origin, requirements for sprouts and seeds intended for the production of sprouts • Traceability system includes both food and food contact materials as required by the relevant legislation • Traceability system includes products returned or rejected by customers and ensures that full traceability is maintained on these products at all times • Traceability records are kept as required by the relevant legislation • Relevant personnel are briefed on the traceability system and their role in its operation • Traceability system is audited and reviewed periodically **See Appendix 'Relevant FSAI Publications' Traceability for further information**

FOOD SAFETY SKILLS FOR MANAGEMENT – SUMMARY

Skills Required Prior to Management Training

(1) Food safety skills from the FSAI's 'Guide to Food Safety Training Level 1: Induction Skills and Level 2: Additional Skills'

(2) Demonstrate commitment to good food hygiene practice.

Microbiological Hazards

(3) Identify and risk assess the microbiological hazards associated with your food operation.

(4) Control the microbiological hazards associated with your food operation.

Chemical Hazards

(5) Identify and risk assess the chemical hazards associated with your food operation.

(6) Control the possible sources of chemical hazards in your food operation or during food production.

Physical Hazards

(7) Identify and risk assess the possible sources of physical contamination in your food operation.

(8) Control the possible sources of physical contamination in your food operation.

Allergen Management

(9) Identify and risk assess the possible sources of food allergens as potential hazards and identify appropriate control measures in your food operation.

(10) Ensure the customer is aware of the presence of food allergens in accordance with relevant legislation.

Personal Hygiene

(11) Ensure your staff implement good personal hygiene practices.

(12) Ensure food workers suffering from foodborne illness do not work in contact with open food.

(13) Manage and maintain a procedure for the control of contractors and visitors.

Structural Hygiene

(14) Manage the design, layout, construction and maintenance of the food premises and equipment to ensure food safety.

Operational Hygiene

(15) Manage and maintain a potable water/ice supply.

(16) Manage and maintain an effective pest control system.

(17) Manage and maintain an effective waste disposal system.

(18) Manage and maintain an effective cleaning programme.

(19) Ensure food safety through supplier control.

Ensure food safety during:

(20) Delivery receipt/intake

(21) Storage

(22) Food preparation

(23) Cooking/thermal processing/processing/cooling/holding/service/sale of food

(24) Ensure good hygiene practice during the transportation of food.

(25) Ensure correct food information/labelling is provided.

Food Safety Management

(26) Demonstrate an awareness of the legislative requirements relating to your food business.

(27) Ensure the appropriate option for the requirement for procedures based on the principles of HACCP has been determined.

(28) Design procedures based on HACCP principles.

(29) Implement and review procedures based on HACCP principles.

(30) Manage and maintain the traceability system within your area of the food operation.

(31) Design and implement your procedure for the withdrawal/recall of unsafe food.

(32) Recognise the significance of product threats/tampering for the consumer.

(33) Manage/review food safety complaints effectively.

(34) Verify food safety through testing, where appropriate.

(35) Where applicable, conduct internal audits.

(36) Provide assistance to internal and external auditors.

(37) Provide assistance to enforcement officers.

(38) Follow up on non-compliances with corrective action.

(39) Manage and maintain food safety documentation and records.

Staff Training and Management

(40) Ensure the food safety training needs of your staff are identified and met.

(41) Review the implementation of food safety skills by your staff.

(42) Establish and maintain effective working relationships with your staff to ensure food safety.

(43) Engage with your staff on food safety related activities.

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
Skills Required Prior to Management Training	
1. Food safety skills from the FSAI 'Guide to Food Safety Training Level 1 – Induction Skills and Level 2 – Additional Skills'	Demonstrate the food safety skills required by the FSAI's 'Guide to Food Safety Training Level 1 – Induction Skills and Level 2 - Additional Skills' It is a legal requirement that food handlers are supervised and instructed and/or trained in food hygiene matters commensurate with their work activity. You, as manager, are responsible for the training and supervision of the staff in your food operation and for providing the resources and support needed to help them demonstrate the required food safety skills while working in your food operation. The FSAI guides to food safety training levels 1 and 2 provide information on what your staff should be able to do with regard to food safety by listing out the skills required and how your staff can demonstrate that they know and understand how to practice these skills. Also outlined are the resources or support that must be provided by you. See Appendix 'Relevant FSAI Publications' Food Safety Training for further information

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
2. Demonstrate commitment to good food hygiene practice	• Explain the importance of food hygiene. • Outline the implications of poor food hygiene. • Ensure adequate resources are provided to meet your food safety responsibilities. • Ensure all staff are aware of their individual responsibility for food safety. • Lead by example.
Microbiological Hazards	
3. Identify and risk assess the microbiological hazards associated with your food operation	• Identify and risk assess the source(s) and effects of microorganisms, e.g. bacteria, yeasts, moulds, viruses, associated with your food operation and ensure they are included in the food safety management system. • Distinguish between food poisoning (pathogenic) bacteria and food spoilage bacteria. • Where applicable, explain the significance of spores and toxins to your food operation.

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
4. Control the microbiological hazards associated with your food operation	• Implement control measures to mitigate possible sources of microbial contamination including cross-contamination from staff; sourcing; handling and storage of raw materials and packaging; production processes; cleaning and sanitation of premises and equipment etc. • Explain the importance of the relevant factors in promoting and controlling the growth of bacteria, e.g. food, temperature, time, moisture, pH and oxygen. • Implement procedures to control growth and survival of microorganisms. • Explain the effect of preservation methods on microorganisms, where applicable. • Ensure all staff are aware that food preservation does not eliminate all food safety risks. • Ensure product storage instructions are followed by all members of staff. Where appropriate to your food operation: • Identify the preservation methods used in your food operation • Identify food safety hazards during food preservation such as risks associated with heat treatment, vacuum packing, chilling, freezing, canning, pickling, modified atmosphere packing (MAP), cook-chill, sous-vide etc. • Implement controls to reduce the occurrence of food safety hazards during food preservation • Decide if the microbiological hazards identified influence the product shelf-life • Determine the shelf-life of the product and relevant date indication, i.e. 'use-by' date or 'best-before' date • Where you are putting a date of minimum durability, i.e. 'use-by' date or 'best-before' date, on a product, you need to ensure date indication is suitable and any changes made to the date indication can be substantiated See Appendix 'Relevant FSAI Publications' Microbiological Hazards for further information Refer to: FSAI Online Resources

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
Chemical Hazards	
5. Identify and risk assess the chemical hazards associated with your food operation	• Identify and risk assess the possible source(s)/formation of chemical hazards in your food operation or during food production/processing, e.g. water, food contact materials, food additives, flavourings, contaminants (environmental, agricultural and process, e.g. acrylamide), biocides, pesticides, pest control substances. • Identify the control measures to mitigate possible sources of chemical contamination identified in your food operation.
6. Control the possible sources of chemical hazards in your food operation or during food production	Ensure: • Control measures to mitigate possible sources and formation of chemical hazards are implemented • The food safety management system includes all the food additives, flavourings, processing aids, enzymes, extraction solvents, cleaning chemicals and food contact materials used in your food premises • All staff are aware of the food safety risks associated with the incorrect use of chemicals • The appropriate documentation in relation to all chemical hazards is available so that the product is safe for its intended use and all members of staff follow the use and storage instructions, e.g. food contact materials, additives, flavourings See Appendix 'Relevant FSAI Publications' **Chemical Hazards for further information** **Refer to: FSAI Online Resources**
Physical Hazards	
7. Identify and risk assess the possible sources of physical contamination in your food operation	Identify and risk assess the possible source(s) of physical contamination in your food operation and ensure they are included in the food safety management system, e.g. glass, packaging, jewellery, pest droppings, nuts, bolts etc.

FOOD SAFETY SKILLS FOR MANAGEMENT

	Food safety skill	How management demonstrates this skill
8.	**Control the possible sources of physical contamination in your food operation**	• Implement control measures to mitigate possible sources identified in your food premises. • Ensure all staff are aware of the possible sources of physical contamination and the associated food safety risks.
	Allergen Management	
9.	**Identify and risk assess the possible sources of food allergens as potential hazards and identify appropriate control measures in your food operation**	• Identify and risk assess the EU listed food allergens* in the ingredients used in your food operation. Ensure they are included in the food safety management system. • Identity and risk assess the other potential sources of food allergens arising from cross-contamination. Ensure they are included in the food safety management system. • Implement controls to reduce the presence and/or cross-contamination from these food allergens onto other food products. Ensure all staff are aware of the: • Food safety risks associated with food allergens and the ingredients they are likely to be present in • Potential for the cross-contamination of other foods See Appendix 'Relevant FSAI Publications' **Food Allergens for further information**
10.	**Ensure the customer is aware of the presence of food allergens in accordance with relevant legislation**	Ensure: • Information regarding food produced using one or more of the EU listed food allergens* is provided to the customer in accordance with the relevant legislation • All staff are aware of the food information for consumers (FIC) requirements for the EU listed food allergens* in prepacked and non-prepacked (loose) food See Appendix 'Relevant FSAI Publications' **Food Allergens for further information**

* EU listed food allergens – see www.fsai.ie

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
Personal Hygiene	
11. Ensure your staff implement good personal hygiene practices	• Lead by example. • Ensure your staff maintain a high standard of personal hygiene. • Provide sufficient resources to ensure a high standard of personal hygiene can be maintained throughout your food operation, e.g. clean protective clothing, hand-washing facilities.
12. Ensure food workers suffering from foodborne illness do not work in contact with open food	• Explain why it is necessary to prevent infected staff from handling food. • Ensure all staff are aware of the action to take when suffering from ailments and illnesses. • Document a procedure for control of staff suffering from ailments and illnesses which may affect the safety of food and ensure this procedure is adhered to and where appropriate, reviewed.
13. Manage and maintain a procedure for the control of contractors and visitors	• Document a procedure covering hygiene practice for visitors and contractors when on the premises and ensure this procedure is implemented. Ensure: • All relevant personnel are aware of and follow the procedure • An adequate supply of clean protective clothing is available for visitors and contractors

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
Structural Hygiene	

14. Manage the design, layout, construction and maintenance of the food premises and equipment to ensure food safety	• Ensure design, layout, construction and maintenance of your premises:
	  – Are fit for purpose
	  – Facilitate effective cleaning, disinfection and control of pests
	  – Facilitates good hygiene practices and
	  – Prevent contamination, e.g. zoning
	• Identify and repair structural deficiencies in the food premises and equipment
	
	Ensure:
	• Equipment is designed, installed and maintained so that it is fit for purpose
	• Adequate services are provided and that they are designed, installed, maintained and controlled so as to avoid the risk of food contamination, e.g. water, ventilation, drainage, waste disposal, lighting, power
	• Appropriate changes are made to any process (es) that may give rise to cross-contamination of product(s)
	• Adequate facilities required for staff and customers are provided

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
Operational Hygiene	
15. Manage and maintain a potable water/ice supply	• Identify the water source. If you are not on a public supply of water, appropriate controls need to be applied to ensure the potability of the water Ensure: • An adequate supply of potable water is available • The water distribution system is maintained so that the potable water does not become contaminated • The water is sampled and tested as appropriate, for both microbiological and physio-chemical parameters Note: The construction, nature and location of many private wells in Ireland means there is an increased risk of contamination. Please see the EPA website for detailed guidance on private well construction. It is recommended that food business operators use the services of a hydro geologist before constructing any new well or borehole. **See Appendix 'Relevant FSAI Publications' General for further information**
16. Manage and maintain an effective pest control system	• Ensure your premises is adequately pest proofed. • Recognise the signs of pest infestation and take appropriate action if identified. • Ensure an effective pest control procedure is in place and that all relevant personnel are aware of it. • Review the pest control programme as necessary. • Where an external pest control company is employed, ensure that the service requested is provided and a written report accompanies each visit. • If pest control is done in-house, ensure the personnel responsible are suitably trained and experienced. • Ensure any corrective actions recommended are actioned immediately and signed off on completion.

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
17. Manage and maintain an effective waste disposal system	• Allocate designated areas for external/internal waste containers. • Where appropriate to your food operation, train staff in disposal of animal by-products as per relevant legislation and ensure animal by-products are handled and disposed of appropriately. Ensure: • A sufficient number of suitable waste containers are available and they are emptied regularly • Non-conforming products and returns are segregated and managed effectively • Waste contractors provide satisfactory service as per agreed service request

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
18. Manage and maintain an effective cleaning programme	• Outline the benefits of cleaning. • Describe the cleaning programme in use in the food operation. • Monitor the effectiveness of the cleaning programme in removing dirt and preventing the growth of bacteria by inspection and/or by use of microbiological or equivalent tests, e.g. bioluminescence. • Review the cleaning programme on a regular basis and also in the event of a change to products, suppliers, or equipment; unsatisfactory cleaning results etc. Ensure: • Cleaning schedules are available for each piece of equipment/fitting/area and that they are followed by staff • Staff are trained so they can clean effectively and safely • The cleaning process and equipment are suitable and do not contribute to product contamination • Equipment/fittings/areas are checked after cleaning and cleaning records are signed off by a responsible person • Equipment/fittings/areas that are not cleaned to a satisfactory standard are re-cleaned • Where appropriate, separate staff are allocated for cleaning • Where cleaning is contracted out, your responsibilities and those of the contractor are clearly defined and agreed

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
19. Ensure food safety through supplier control	• Implement procedures which ensure that all products are purchased from an approved supplier. • Agree product specification with suppliers which meet legislative requirements and food safety criteria as appropriate. • Maintain an up-to-date list of approved suppliers. • Where appropriate, create supplier checklists. • Where applicable, conduct/arrange supplier audits. Ensure: • Traceability of all ingredients, food products and food contact materials supplied • Records are kept where necessary, for the purposes of monitoring supplier performance • Supplier checks include the potential for deliberate or intentional contamination of foods and potential fraudulent activities • Non-conformances are documented, reported to the supplier and followed up • Follow-up action is carried out with suppliers where required • All the necessary information required from suppliers is received, kept up-to-date and easily accessible • Where you contract out any activity regarding the production/processing of your product, e.g. manufacture/packing/blast freezing/storage/delivery etc., ensure your responsibilities and those of the contractor are clearly defined, agreed and documented. • Where you contract manufacture for another food business operator, ensure your responsibilities and those of the brand owner are clearly defined, agreed and documented.

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
20. Ensure food safety during delivery receipt/intake	Ensure: • Deliveries are checked in line with documented procedures to ensure that they are within specification, e.g. traceability information, seals, identification marks, labelling, 'use-by' dates, instructions for use • Necessary equipment is available and in good working order at the goods inwards area, e.g. calibrated temperature probes • Records of delivery checks are maintained and monitored • The cold chain is maintained • Non-conforming deliveries held on the premises are placed in a quarantine area and dealt with in an appropriate manner • Follow up with suppliers in the case of non-conformances • Sufficient cover for early/late deliveries outside working hours
21. Ensure food safety during storage	Ensure: • Products and food packaging are stored hygienically • Adequate separation of ready-to-eat and non ready-to-eat foods • Product information on bulk product is not lost during decanting/splitting into smaller quantities • A system is in place to ensure stock rotation during storage • Foods are stored at the appropriate temperature, e.g. as per relevant legislation or manufacturer's instructions or as set out in the recognised guides to good practice [1] • Temperatures are monitored and recorded and calibrated temperature probes are available where required • Appropriate corrective action is taken if product temperature is not within recommended guidelines • Appropriate corrective action is taken if refrigerated/frozen storage unit breaks down • A clearly identified, segregated, designated area is available to be used for the storage of returned/quarantined goods • Chemicals, equipment and protective clothing are stored separately from food

[1] See FSAI website: Guides to Good Hygiene Practice

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
22. Ensure food safety during food preparation	Ensure: • Food preparation practices minimise the risk of the growth of pathogens, cross-contamination or formation of chemical hazards • Manufacturer's instructions are followed, e.g. calibrated scales are available to ensure that the correct amounts of additives are used in food preparation such as curing mixes for meat • Methods used are adequate and do not constitute a threat of chemical contamination, e.g. fruit and vegetables chlorine washes • A procedure is in place for thawing frozen foods where the thawing process impacts on food safety • All equipment is hygienically designed. In order to prevent the possibility of cross-contamination, complex equipment which is difficult to clean, e.g. meat slicers, mincers should be designated for either raw or cooked food and should not be used for both • A suitable supply of equipment/utensils to facilitate separation and thawing of food • Adequate space for safe food preparation and zoning as necessary

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
23. Ensure food safety during cooking/thermal processing/ processing/ cooling/holding/ service/sale of food	Ensure: • Cooking/thermal processing temperatures/cooling times/holding temperatures meet the requirements of the relevant legislation, guidelines/standards or manufacturer instructions • Written procedures that minimise the risk of food contamination during cooking/thermal processing/processing/ cooling/holding/service and sale of food are provided and followed • Cooking/thermal processing/processing/cooling/holding/service/ sale practices minimise the risk of cross-contamination or formation of chemical hazards • Equipment/utensils are adequate to ensure food safety. In order to prevent the possibility of cross-contamination, complex equipment which is difficult to clean, e.g. meat slicers, mincers, vacuum packers should be designated for either raw or cooked food and should not be used for both • Staff pre-heat/pre-chill the holding/service/display units/plates as appropriate, before use • Sufficient service utensils are provided at point-of-service/sale and that holding/display units are in good working order • Checklists and calibrated equipment are provided to allow recording of cooking/thermal processing/processing/cooling/ holding times and temperatures and they are monitored daily • Any material/articles that come into contact with food are appropriate for use and in compliance with relevant legislation Where food is reheated, ensure: • It is only reheated once • The method used achieves a core temperature that meets the requirements of the relevant guidelines

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
24. Ensure good hygiene practice during the transportation of food	Ensure: • Food is not contaminated by biological, chemical, physical or food allergen hazards during transport • Where food is transported in the same space as non-food items, e.g. equipment, animal by-products, these different categories are segregated and protected in a manner which will reliably prevent cross-contamination to the food • Chilled or frozen product is loaded at the correct temperature and the transport is pre-chilled to the correct temperature • Procedures are implemented that ensure free air circulation around chilled and frozen products during transportation • Delivery vehicle temperature records/logs are reviewed and in the case of any non-compliance, appropriate corrective action is taken • Any materials/articles that come into contact with food during transport are in compliance with relevant legislative requirements for food contact materials • Transport containers are designed, constructed and maintained to protect food from contamination • Vehicles are checked for cleanliness before loading food and all spillages are cleaned immediately

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
25. Ensure correct food information/ labelling is provided	Ensure: • Products are labelled as per relevant legislation relative to their stage in the food chain, including additional product specific labelling requirements, e.g. beef, poultry, fish, fruit juice, chocolate, jam, bottled water *Note: product specific labelling may apply to prepacked and non-prepacked (loose) foods* – see www.fsai.ie • Staff are aware of the importance of labelling products in accordance with the legal requirements. • Product information on bulk product is not lost during decanting/splitting • In the case of non-prepacked (loose) food, e.g. in delis and restaurant menu items, information on the EU listed food allergens used in the production or preparation of the food is provided to the consumer in written format before the sale or supply of the food **See Appendix 'Relevant FSAI Publications'** **Food Information/Labelling for further information** **Refer to: FSAI Online Resources**

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
Food Safety Management	
Remember, some food business operations may use specialist assistance/technical advice in order to achieve the following skills. Where this is the case, managers/supervisors who are working in the food operation must be involved in the decision making process and take ownership of the implementation and review of their food safety management procedures. An effective pre-requisite programme that addresses the general rules and requirements relating to food hygiene must be in place prior to implementing procedures based on HACCP principles.	
26. Demonstrate an awareness of the legislative requirements relating to your food business	• Explain your food safety responsibilities as a food business operator, an employer, and as a member of staff. Ensure: • Staff understand their legal responsibility • Compliance with food legislation governing your food operation **Refer to: www.fsai.ie for a list of applicable food legislation**

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
27. Ensure the appropriate option for the requirement for procedures based on the principles of HACCP has been determined	Determine, with agreement from your enforcement officer, which of the following methods of complying with the requirement for HACCP-based procedures is appropriate for your food operation: 1. **Implementation of the prerequisite hygiene requirement where this ensures that all hazards are effectively controlled** • Review procedures periodically and take appropriate action when necessary, e.g. where modification is made to the product, process, or any step in your food operation. • Review procedures as necessary to take account of changes to legislation, standards or emerging risks relevant to your food business. • If this is the appropriate option for your food operation, go to Food Safety Skill No. 29. 2. **Use of a recognised guide to good practice[1] where the hazards and controls have been identified** • You must ensure the guide is appropriate by assessing whether it covers all the operations in your food business. • Where activities not covered by the guide are identified, the seven principles of HACCP must be applied to the additional activities (Food Safety Skill No. 28). • If this is the appropriate option for your food operation, go to Food Safety Skill No. 29. 3. **Application of the seven principles of HACCP** • If this is the appropriate option for your food operation, go to Food Safety Skill No. 28 to design the procedures. • If the procedures have already been designed for you, go to Food Safety Skill No. 29. **See Appendix 'Relevant FSAI Publications' HACCP for further information**

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[1] See FSAI website: Guides to Good Hygiene Practice

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
28. Design procedures based on HACCP principles	You must have an effective pre-requisite programme that addresses the general rules and requirements relating to food hygiene in place. • Identify information, standards and guidelines applicable to your food operation. • Develop your procedures based on the seven principles of HACCP. For implementation and review, go to Food Safety Skill No. 29. **See Appendix 'Relevant FSAI Publications' HACCP for further information** **See FSAI website – EU Guidance on the implementation of procedures based on the HACCP principles**
29. Implement and review procedures based on HACCP principles	• Ensure your HACCP-based procedures cover all the steps in your food operation. • Ensure the procedures, including the pre-requisite programme, are being implemented. • Ensure staff understand their responsibilities in implementing these procedures. • Ensure documentation generated is up-to-date and available to enforcement officers if requested. • If a recognised guide to good practice [1] is being used, ensure it is available onsite and it is being implemented appropriately. • Review as necessary, when any modification is made in the product, process, or any step in the food operation. • Review as necessary, to take account of changes to legislation, standards or emerging risks relevant to your food business. **See Appendix 'Relevant FSAI Publications' HACCP for further information**

[1] See FSAI website: Guides to Good Hygiene Practice

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
30. Manage and maintain the traceability system within your area of the food operation	Ensure: • Traceability system is fit for purpose and operates effectively • Traceability information within the food chain complies with the relevant legislation, e.g. requirements for food of animal origin, requirements for sprouts and seeds intended for the production of sprouts • Traceability system includes both food and food contact materials as required by the relevant legislation • Traceability system includes products returned or rejected by customers and ensures that full traceability is maintained on these products at all times • Traceability records are kept as required by the relevant legislation • Relevant personnel are briefed on the traceability system and their role in its operation • Traceability system is audited and reviewed periodically **See Appendix 'Relevant FSAI Publications' Traceability for further information**
31. Design and implement your procedure for the withdrawal/ recall of unsafe food	Ensure: • A documented procedure for the withdrawal/recall of unsafe food is in place • All relevant staff are informed of the withdrawal/recall procedure and their role during a withdrawal/recall of unsafe food • Competent authorities and trade customers are notified in the case of a withdrawal/recall of unsafe food • Consumers are notified in the case of a recall of unsafe food • The withdrawal/recall procedure is audited and reviewed periodically **See Appendix 'Relevant FSAI Publications' Traceability for further information**

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
32. Recognise the significance of product threats/ tampering for the consumer	• Explain why product threats and tampering are an issue. • Identify and assess what product threats and tampering risks apply to your business/product. • Establish a procedure for staff to follow if they find signs of possible product threats/tampering, and ensure that it is implemented, e.g. a food product with a broken seal. • If product threats/tampering have been identified as having the potential to cause harm to the consumer, notify the competent authority.
33. Manage/Review food safety complaints effectively	Ensure: • A procedure is in place for dealing with a food safety complaint (as outlined in the FSAI's 'Guide to Food Safety Training Level 2 – Additional Skills') • All relevant personnel are aware of and follow the procedure for dealing with a food safety complaint • The cause of the complaint is investigated and appropriate corrective action is taken • Records of customer complaints are monitored and appropriate action is taken, e.g. where trends are apparent
34. Verify food safety through testing, where appropriate	Ensure: • A programme of relevant tests for raw, in-process and/or processed food items and water is developed to meet the requirements of legislation and ensure food safety, e.g. food allergen; microbiological; viral and chemical, including biotoxins in molluscan shellfish • The laboratory used for analysis meets legislative requirements • Records of tests are maintained for a specified period of time • Laboratory results and trends are reviewed and interpreted • Follow-up samples are submitted, where appropriate **See Appendix 'Relevant FSAI Publications' Microbiological Hazards for further information**

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
35. Where applicable, conduct internal audits	• Describe the purpose of auditing. • Ensure audits cover the full suite of activities for your food business. • Review relevant documentation and prepare audit checklists. • Interview staff and observe practices during an audit in a manner which puts them at their ease. • Identify areas where corrective action is required based on evidence. • Discuss non-conformances with all relevant parties. • Record all audits and their findings and maintain internal audit records.
36. Provide assistance to internal and external auditors	• Ensure all staff are aware of their responsibilities during an audit. • Inform staff of the result of audits. • Take action in response to issues raised during an audit.
37. Provide assistance to enforcement officers	Ensure: • Staff are aware of the role of an enforcement officer and their responsibilities during an inspection/official controls • Any information requested by enforcement officers, including samples of food, is provided when requested • Assistance is provided during an outbreak investigation • Relevant staff are informed of the result of an inspection/official control/outbreak investigation • Appropriate action is taken in response to issues raised during an inspection/investigation
38. Follow-up on non-compliances with corrective action	Ensure: • Appropriate corrective action is taken when a non-compliance is raised • Relevant staff are aware of procedural changes as a result of corrective action

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
39. Manage and maintain food safety documentation and records	Ensure: • Records are retained in line with relevant legal requirements • All documentation is stored securely in a designated area for a specified time period • Records are accessible during audits/inspection • Relevant documentation is provided with equipment, e.g. calibration certificate for temperature probe • Food safety records are reviewed on a regular basis • The importance of maintaining accurate records is emphasised to staff
Staff Training and Management	
40. Ensure the food safety training needs of your staff are identified and met	• Ensure sufficient time and resources are allocated to staff training and staff receive appropriate/relevant training. • Ensure training records are maintained for all members of staff in the food operation. • Document a training plan meeting the food safety training needs of staff. • Where training has not been provided, ensure staff have been supervised commensurate with their work activity (as outlined in the FSAI's 'Guide to Food Safety Training Level 1 – Induction Skills and Level 2 – Additional Skills') • Provide food safety instructions that are appropriate in terms of manner, level and pace. • Minimise interruptions and distractions during instruction/training. • Check staff's understanding and where required, amend instructions. • Provide constructive feedback to staff. • Demonstrate the importance of food safety training in the food operation by leading by example.

FOOD SAFETY SKILLS FOR MANAGEMENT

Food safety skill	How management demonstrates this skill
41. Review the implementation of food safety skills by your staff	• Ensure staff implement food safety training received. • Support and encourage staff who practice skills demonstrated. • Assess staff competence on a regular basis and retrain staff where competence is lacking. • Complete and maintain records of competence.
42. Establish and maintain effective working relationships with your staff to ensure food safety	• Promote a culture of food safety. • Discuss food safety related matters with staff. • Communicate essential food safety information to appropriate staff. • Ensure methods of communication and supports are suited to the needs of staff.
43. Engage with your staff on food safety related activities	• Ensure work methods and activities are consistent with current legal requirements and agreed working conditions. • Encourage staff to make suggestions as to how systems could be improved. • Provide opportunities for discussion.

Animal By-products: Entire bodies or parts of animals, products of animal origin or other products obtained from animals, which are not intended for human consumption[2]

Approved Supplier: A reputable supplier of materials or services used in the preparation of a food. Food businesses registered/approved with appropriate competent authority, e.g. Health Service Executive; Department of Agriculture, Food and the Marine; Sea-Fisheries Protection Authority; Local Authority Veterinary Service, and checked to determine that a food safety management system is in place to ensure safety of the materials or services they are supplying

Audit: A systematic and independent examination to determine whether activities and related results comply with planned arrangements and whether these arrangements are implemented effectively and are suitable to achieve objectives[3]. An audit can involve inspecting paperwork and actual working procedures

Bacteria: Single-celled living organisms which cannot be seen with the naked eye, e.g. *Salmonella* bacteria

Biocide: A broad category of chemicals and biological products used to control harmful organisms excluding plant protection products

Calibration: A procedure for ensuring that a known measured output of an instrument such as temperature or weight corresponds to a known national standard value, e.g. a temperature probe for a freezer is calibrated to a national standard to have an accuracy of ±2°C. A reading of -20°C would indicate that the temperature in the freezer is between -18°C and -22°C

Cleaning: The removal of soil, food residues, dirt, grease and other undesirable debris. Proper cleaning requires two stages, i.e. general cleaning using a detergent followed by disinfection

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[2] Regulation (EC) No 1069/2009 laying down health rules as regards animal by-products and derived products not intended for human consumption
[3] Regulation (EC) No 882/2004 on official controls performed to ensure the verification of compliance with feed and food law, animal health and animal welfare rules

Cleaning Schedule: A written schedule used to describe all items which must be cleaned and free of soil, food residues, dirt, grease and other undesirable debris. The schedule has details of what (items to be cleaned), who (staff responsible), how (method of cleaning) and when (frequency of cleaning) items must be cleaned

Competent Authority: The central authority of a Member State competent for the organisation of official controls or any other authority to which that competence has been conferred; it shall also include where appropriate, the corresponding authority of a third country[3]

Contaminant: Any substance not intentionally added to food which is present in such food as a result of the production, manufacture, processing, preparation, treatment, packing, packaging, transport or holding of such food or as a result of environmental contamination[4]

Control: A process of ensuring that the correct procedures are being followed and all necessary actions are taken to ensure a food process meets requirements, i.e. is in control

Corrective Action: Action to eliminate the cause of a detected non-conformity or other undesirable situation[3]

Critical Control Point: A step in which control can be applied and is essential to prevent or eliminate a food safety hazard or reduce it to an acceptable level

Cross-contamination: The transfer of harmful or potentially harmful micro-organisms (usually bacteria), or food allergens from contaminated surfaces or foods to other foods either by hand, physical contact, air or contact with food preparation surfaces or food utensils

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[3] Regulation (EC) No 882/2004 on official controls performed to ensure the verification of compliance with feed and food law, animal health and animal welfare rules
[4] Regulation (EEC) No 315/93 laying down Community procedures for contaminants in food

Enforcement Officer: Authorised officer appointed to enforce relevant legislation, e.g. environmental health officer, sea-fisheries protection officer, veterinary inspector, dairy produce inspector

FIC: Regulation (EU) No 1169/2011 on the provision of food information to consumers

Flavouring: Flavourings are used to impart or modify the odour and/or taste of foods. They are made or consist of the following categories: flavouring substances, flavouring preparations, thermal process flavourings, smoke flavourings, flavour precursors or other flavourings or mixtures thereof [5]

Food: Any substance or product, whether processed, partially processed or unprocessed, intended to be, or reasonably expected to be ingested by humans [6]

Food Information: Information concerning a food and made available to the final consumer by means of a label, other accompanying material, or any other means including modern technology tools or verbal communication [7]

Food Additive: Any substance not normally consumed as a food in itself and not normally used as a characteristic ingredient of food, whether or not it has nutritive value, the intentional addition of which to food for a technological purpose in the manufacture, processing, preparation, treatment, packaging, transport or storage of such food results, or may be reasonably expected to result, in it or its by-products becoming directly or indirectly a component of such foods [8]

Food Business Operator: The natural or legal persons responsible for ensuring that the requirements of food law are met within the food business under their control [6]

[5] Regulation (EC) No 1334/2008 on flavourings and certain food ingredients with flavouring properties for use in and on foods
[6] Regulation (EC) No 178/2002 laying down the general principles and requirements of food law, establishing the European Food Safety Authority and laying down procedures in matters of food safety
[7] Regulation (EU) No 1169/2011 on the provision of food information to consumers
[8] Regulation (EC) No 1333/2008 on food additives

**Food Contact
Materials:**
Any material intended to come into contact with food, that is already in contact with food, or that can reasonably be expected to come into contact with food. This includes packaging materials, cutlery, dishes, containers, processing machinery, chopping boards, etc. Materials and articles which are in contact with water intended for human consumption from the point at which they enter a food business premises are also considered to be food contact materials

Foodborne Illness:
Illness resulting from infection or intoxication after eating or drinking a food, e.g. eating chicken contaminated with *Salmonella* and getting ill

Food Operation:
All activities in the food business that may have an impact on food safety

**Food Safety
Management System:**
The system in place to ensure that food businesses provide their customers with food that has been produced in accordance with food law and is safe to eat. A food safety management system combines the following generally recognised key elements to ensure food safety along the food chain, up to the point of final consumption: interactive communication; system management; prerequisite programmes; and HACCP principles

Food Safety Skills:
What supervisors/managers must be able to demonstrate in the area of food safety commensurate with their work activity

HACCP:
Hazard Analysis and Critical Control Point (HACCP). A system that identifies, evaluates and controls hazards, i.e. risks which are significant to food safety, e.g. a HACCP plan identifies the hazards in the preparation of a cooked chicken sandwich as the survival and growth of *Salmonella* and sets a CCP as the cooking temperature and time. Careful monitoring of the temperature and time will help to prevent *Salmonella* survival and growth

Hazards:	The potential to cause harm. Hazards, i.e. dangers, may be biological, e.g. *Salmonella* in raw chicken, chemical, e.g. detergent in contact with a food product, or physical, e.g. piece of metal in a food product
Inspection:	An internal or external examination of a food or food processor system such as HACCP, in order to establish compliance with specific business, regulatory or legislative requirements, e.g. an inspection of a restaurant by an environmental health officer to ensure that hygiene regulations are being complied with
Labelling:	Any words, particulars, trademarks, brand name, pictorial matter or symbol relating to a food and placed on any packaging, document, notice, label, ring or collar accompanying or referring to such food[7]
Modified Atmosphere Packaging (MAP):	The replacement of air in a package by one or more gases followed by sealing to prevent the re-entry of air. This process is used to increase product shelf-life or prevent the undesirable discolouration of the product
Mould:	A group of multicellular fungi used in the production of foods, e.g. cheese, and also responsible for the spoilage of some foods, e.g. bread mould
Non-complying Product:	Product that does not meet the required standard, e.g. non-compliance with legal requirements
Pathogen:	A microorganism that is capable of causing illness or disease, e.g. *Salmonella*, *E. coli* O157:H7
Potable Water:	Water intended for drinking, cooking, food preparation and food production in compliance with the relevant legislation. Food business operators have a responsibility for the quality of water used directly for example, as an ingredient in food production, or indirectly for example in cleaning or processing during the manufacture of foods. The quality of water used in food production must meet the basic standards governing the quality of drinking water, i.e. potable water

[7] Regulation (EU) No 1169/2011 on the provision of food information to consumers

Prepacked food: Any single item for presentation as such to the final consumer and to mass caterers, consisting of a food and the packaging into which it was put before being offered for sale, whether such packaging encloses the food completely or only partially, but in any event in such a way that the contents cannot be altered without opening or changing the packaging[7].

'Prepacked food' does not cover foods packed on the sales premises at the consumer's request or prepacked for direct sale

Prerequisites: Basic food safety conditions and activities that are necessary to maintain a hygienic environment throughout the food chain suitable for the production, handling and provision of safe end products and safe food for human consumption.

See FSAI website – Prerequisite Hygiene Requirements
Examples of equivalent terms are Good Hygiene Practice (GHP) and Good Manufacturing Practice (GMP). The prerequisite requirements provide the foundation for effective HACCP implementation and should be in place before a procedure based on HACCP principles is established

Recall: The removal of an unsafe food from the market when it may have reached the consumer, and the notification of the consumer

Records: Evidence written or otherwise of a working food safety management system (HACCP) and its prerequisites, e.g. cooking temperatures, delivery or cleaning records, traceability records etc

Specification: A written document, usually between supplier and customer, which defines the parameters which separate acceptable from unacceptable for a specific ingredient or food product, e.g. prepacked sliced cooked chicken will have a meat content of 90% and be free from all pathogens

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[7] Regulation (EU) No 1169/2011 on the provision of food information to consumers

Spores: Resistant structures that are developed by some bacteria and have the ability to survive adverse conditions such as heat, chemicals or lack of food. Although bacteria may die under these adverse conditions the spores survive and produce bacterial cells when favourable conditions return

Temperature probe: Part of temperature measuring equipment that can be inserted between packs or into a product to obtain temperature readings

Traceability: The ability of a food business to follow a product batch and its raw materials from the preparation process through to the consumer and backwards to the raw materials suppliers, e.g. bar coding, batch numbers

Toxin: A chemical, i.e. poison, that will cause illness and may be found in food due to biological, chemical or physical contamination, e.g. botulism, is a form of food poisoning as a result of the ingestion of botulinum toxin

Unsafe food: Food that is injurious to health or unfit for human consumption as detailed in Article 14 of Regulation (EC) No 178/2002[6]

Validation: Confirmation through the provision of objective evidence that the requirements for a specific intended use or application have been fulfilled, i.e. confirmation that if implemented, the system will ensure food safety. This should occur before a plan is implemented and/or whenever a change occurs which affects the plan. The plan should be reviewed on a periodic basis to ensure that it is still valid. Businesses following or using critical limits from recognised guides to good practice[1] will not need to validate the system, as it should already have been done for them

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[1] See FSAI website: Guides to Good Hygiene Practice
[6] Regulation (EC) 178/2002 laying down the general principles and requirements of food law, establishing the European Food Safety Authority and laying down procedures in matters of food safety

Verification: Checking, by examination and the consideration of objective evidence, whether specified requirements have been fulfilled, i.e. verifying/checking that the system is being implemented as planned. For example, checking that monitoring is taking place and corrective action is carried out when necessary.

Verification should take place regularly

Virus: A simple microscopic life form which requires a living host for reproduction and can cause human illness, e.g. hepatitis virus in shellfish

Withdrawal: The removal of unsafe food from the market before it has reached the consumer

Yeast: A group of single celled fungi used in the production of some foods and also responsible for the spoilage of foods, e.g. fruit juice, beer, wine

APPENDIX
FOOD SAFETY TRAINING LEVEL 3 CHECKLIST

Food Safety Skill	Competent
1. Food safety skills from the FSAI's 'Guide to Food Safety Training Level 1 – Induction Skills and Level 2 – Additional Skills'	
2. Demonstrate commitment to good food hygiene practice	
3. Identify and risk assess the microbiological hazards associated with your food operation	
4. Control the microbiological hazards associated with your food operation	
5. Identify and risk assess the chemical hazards associated with your food operation	
6. Control the possible sources of chemical hazards in your food operation or during food production	
7. Identify and risk assess the possible sources of physical contamination in your food operation	
8. Control the possible sources of physical contamination in your food operation	
9. Identify and risk assess the possible sources of food allergens as potential hazards and identify appropriate control measures in your food operation	
10. Ensure the customer is aware of the presence of food allergens in accordance with relevant legislation	
11. Ensure your staff implement good personal hygiene practices	
12. Ensure food workers suffering from foodborne illness do not work in contact with open food	
13. Manage and maintain a procedure for the control of contractors and visitors	
14. Manage the design, layout, construction and maintenance of the food premises and equipment to ensure food safety	
15. Manage and maintain a potable water/ice supply	
16. Manage and maintain an effective pest control system	
17. Manage and maintain an effective waste disposal system	
18. Manage and maintain an effective cleaning programme	
19. Ensure food safety through supplier control	
20. Ensure food safety during delivery receipt/intake	

Food Safety Skill	Competent
21. Ensure food safety during storage	
22. Ensure food safety during food preparation	
23. Ensure food safety during cooking/thermal processing/processing/cooling/ holding/service/sale of food	
24. Ensure good hygiene practice during the transportation of food	
25. Ensure correct food information/labelling is provided	
26. Demonstrate an awareness of the legislative requirements relating to your food business	
27. Ensure the appropriate option for the requirement for procedures based on the principles of HACCP has been determined	
28. Design procedures based on HACCP principles	
29. Implement and review procedures based on HACCP principles	
30. Manage and maintain the traceability system within your area of the food operation	
31. Design and implement your procedure for the withdrawal/recall of unsafe food	
32. Recognise the significance of product threats/tampering for the consumer	
33. Manage/review food safety complaints effectively	
34. Verify food safety through testing where appropriate	
35. Where applicable, conduct internal audits	
36. Provide assistance to internal and external auditors	
37. Provide assistance to enforcement officers	
38. Follow up non-compliances with corrective action	
39. Manage and maintain food safety documentation and records	
40. Ensure the food safety training needs of your staff are identified and met	
41. Review the implementation of food safety skills by your staff	
42. Establish and maintain effective working relationships with your staff to ensure food safety	
43. Engage with your staff on food safety related activities	

SAFE CATERING PACK RECORD SHEETS

- [SC1 – Food Delivery Records](#)
- [SC2 – Refrigeration Records](#)
- [SC3 – Cooking/Cooling/Reheating Records](#)
- [SC4 – Hot Hold/Display Records](#)
- [SC5 – Hygiene Inspection Checklist](#)
- [SC6 – Hygiene Training Records](#)
- [SC7 – Fitness to Work Assessment](#)
- [SC8 – All-in-One Daily Record](#)
- [SC9 – Transport and Delivery Record](#)

RELEVANT FSAI PUBLICATIONS

Food Safety Training
- Guide to Food Safety Training – Level 1: Induction Skills and Level 2: Additional Skills
- Food Safety Training – A legal requirement for everyone in the food industry
- Food Safety Training Skills Cards

HACCP
- Guidance Note No. 11 – Assessment of HACCP Compliance
- Guides to Good Hygiene Practice
- Safe Catering Pack
- HACCP – What is HACCP?
- HACCP Terminology Explained
- How to Select an External HACCP Consultant
- HACCP Catering
- HACCP Butcher Shops – Meat Counters

Microbiological Hazards
- Guidance Note No. 27 – Enforcement of Commission Regulation (EC) No 2073/2005 on Microbiological Criteria for Foodstuffs
- Guidance Note No. 3 – Guidelines for the Interpretation of Results of Microbiological Testing of Ready-to-Eat Foods placed on the Market
- Best Practice for Testing Foods when Assessing Compliance with the Microbiological Criteria specified in Commission Regulation (EC) No 2073 of 2005
- Guidance Note No. 18 – Validation of Product Shelf-life

- Regulation EC No 2073 of 2005 on Microbiological Criteria for Foodstuffs – Information for Retailers
- Regulation EC No 2073 of 2005 on Microbiological Criteria for Foodstuffs – Information for Caterers
- Regulation EC No 2073 of 2005 on Microbiological Criteria for Foodstuffs – Information for Manufacturers and Processors
- Reduce the Risk of Food Poisoning: Information for People who are Particularly Vulnerable
- Pasteurisation: Health Risks from Unpasteurised Milk
- *Bacillus cereus*
- *Campylobacter* species
- *Cronobacter* spp. *(Enterobacter sakazakii)*
- *Staphylococcus aureus*
- *Listeria monocytogenes*

Chemical Hazards
- Food Contact Materials
- Legislation on Chemical Contaminants
- Guidance on Food Additives
- Guidance on Flavourings
- Information for Caterers on Microbial Toxins and Marine Biotoxins
- Polycyclic Aromatic Hydrocarbons (PAHs) in Food
- Bisphenol A (BPA)
- Guidance Document for Nitrate / Nitrite Sampling of Meat Products
- Guidance on the Use and Handling of Frying Fats and Oils
- Dioxins and PCBs in Food
- Acrylamide in Food

- Mercury, Lead, Cadmium, Tin and Arsenic in Food
- Mycotoxins in Food
- Pesticides in Food
- Residues of Animal Remedies in Food

Food Allergens
- Allergen Information for Non-prepacked Foods
- Guidance Note No. 28 – Food Allergen Information for Non-Prepacked Foods in Ireland
- Guidance Note No. 24 – Legislation on 'Gluten-free' Foods and Avoidance of Cross-contamination during Manufacture of 'Gluten-free' or 'Very Low Gluten' Products
- Food Hypersensitivity – Food Allergy and Intolerance
- Food Allergen Sign

Food Information Labelling
- Food Information on Prepacked Food
- Food Information for Consumers at Markets operated by Country Markets Limited
- Allergen Information for Non-prepacked Foods
- Information on Nutrition and Health Claims
- Organic Food
- Labelling of Fruit Juices and Related Products

Traceability
- Guidance Note No. 10 – Product Recall and Traceability
- Traceability Factsheet for Caterers

General
- Potable Water Quality for Food Businesses
- Guidance Note No. 25 Guidance for Enforcement of Legislation Applicable to Natural Mineral Waters, Spring Waters and Other Bottled Waters
- Guidance Note No. 15 – Cook-Chill Systems in the Food Service Sector
- Guidance Note No. 20 – Industrial Processing of Heat-Chill Foods
- Sous Vide and Food Safety
- Serving Burgers that are Safe for the Consumer
- How to Minimise the Risk of Leakage of Potentially Contaminated Juices from Fresh Poultry Products
- Retail Display of Poultry from Opened Gas Flushed Packs
- High Pressure Processing of Foods
- Guide to Good Hygiene Practice – Country Markets Limited

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