

Verification of training material for RTOs

Training material accuracy is an important part of providing quality training. RTOs approved to train, assess and issue a Food Safety Supervisor (FSS) certificate should use this guidance to verify the accuracy of their training materials.

Topic	Information/resources
Requirements in NSW See: Legislation	Food businesses required to appoint an FSS must comply with: <ul style="list-style-type: none"> • The Food Act 2003 (NSW) • The Food Regulation 2015 (NSW) • The National Food Standards Code, specifically: <ul style="list-style-type: none"> ○ Standards 3.2.2 Food Safety Practices and General Requirements ○ 3.2.2A Food Safety Management Tools (applies from 8 December 2023) ○ 3.2.3 Food Premises set specific requirements for food businesses.
Food Safety Supervisor requirements See: Food Safety Supervisors	Broadly, all retail and hospitality food businesses selling potentially hazardous food to the public must appoint at least one Food Safety Supervisor (FSS). The Food Authority's Standard 3.2.2A quiz can help businesses and organisations determine whether they require an FSS. The appointed FSS needs to have achieved specific national unit/s of competency under the Vocational Education Training system as well as mandatory key focus areas.
FSS training and assessment requirements	Current units of competency: <ul style="list-style-type: none"> • Two hospitality units: <ul style="list-style-type: none"> SITXFSA005 – Use hygiene practices for food safety SITXFSA006 – Participate in safe food handling practices OR • One retail unit: <ul style="list-style-type: none"> SIRRFSA001 – Handle food safely in a retail environment. RTOs must also train and assess key focus areas determined by the NSW Food Authority, as listed on the NSW Food Authority website.

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	<p>These modules target high risk activities not already captured in the national units of competency. They currently are:</p> <ul style="list-style-type: none"> • Allergen Management • Safe Egg Handling • Cleaning and Sanitising • Food Act Offences <p>Access to the training and assessment materials and implementation guidance for the mandatory key focus areas is provided on approval.</p> <p>Some additional reference materials are in the resource section below.</p>
<p>Difference between licensing and notification in NSW</p> <p>See: Licensing and notifying</p>	<p>Food businesses in NSW must either hold a licence from the NSW Food Authority or notify their business details to the relevant body.</p> <p>Licensing</p> <p>Certain producers and food handling businesses must hold a Food Authority licence to operate in NSW under the NSW Food Regulation 2015. These include:</p> <ul style="list-style-type: none"> • <u>egg</u> producers (except small farms) and facilities • <u>dairy</u> producers, factories, stores and vendors • <u>meat</u> handling businesses - includes retail butchers • <u>seafood</u> handlers and wholesalers (excl. shellfish) • <u>shellfish</u> businesses that cultivate, harvest or depurate • <u>plant product</u> producers • food service to <u>vulnerable persons</u> in hospitals and aged care facilities • businesses that transport any of the foods above. <p>Notification</p> <p>All retail food businesses must notify their local council before they begin to trade. These include:</p> <ul style="list-style-type: none"> • <u>restaurants, cafés and takeaways</u> • <u>mobile food outlets</u> • <u>food stall holders at regular, temporary or one-off events</u> • grocery stores and supermarkets • businesses which sell food as a smaller part of their business such as chemists, cinemas, corner stores, petrol stations and sporting facilities • <u>childcare providers that provide food</u> • <u>school canteens</u> • <u>importers of food or ingredients that retail the product from their business premises</u>

Topic	Information/resources
	<ul style="list-style-type: none"> • <u>seafood retailers</u> (unless they hold a Food Authority licence). <p>Businesses that need to notify to the Food Authority include:</p> <ul style="list-style-type: none"> • <u>home-based food businesses that do not retail from the premises</u> • <u>food manufacturers or wholesalers that do not hold a Food Authority licence</u> • <u>importers that do not retail their product from their premises</u> • <u>small egg farms</u> • <u>small poultry meat farms</u> • businesses that <u>transport live poultry</u> • retail food businesses in areas not governed by a local council.
Frozen food temperature	The temperature of frozen food is not defined in the Food Standards Code but it 'does not include partly thawed'. If you would like to put in a specific numerical value, you need to support this with a technical reference.
Temperature control See: <u>Temperature control</u>	This means keeping food at controlled temperatures: <ul style="list-style-type: none"> • 5°C or below for cold foods • 60°C and above for hot foods
Safe cooking temperatures for different products	RTOs may choose to reference Appendix 2 of the <u>Guidelines for food service to vulnerable persons</u> when recommending cooking temperatures for certain foods. When cooking potentially hazardous foods, they must reach an appropriate temperature to ensure the microbiological safety of the food.
Reheating food See: <u>Cooling and reheating food</u>	Businesses reheating potentially hazardous food to hot hold, must heat it quickly to 60°C or hotter — ideally in 2 hours or less. They can use a different heating process but must be able to show that it keeps the food safe.
Cooling food See: <u>Cooling and reheating food</u>	When cooling cooked potentially hazardous food, it must be cooled to 21°C in 2 hours or less, then cooled further from 21°C to 5°C in 4 hours or less. Businesses can use different cooling process but must be able to show that it keeps the food safe.
Gloves	It is inaccurate to state that gloves must be worn at all times when handling food. The Food Standards Code does not require food handlers to use gloves. Standard 3.2.2 explains that a food business must take all necessary steps to prevent the likelihood of food being contaminated. Gloves are only one example of how this requirement can be met. Utensils (such as tongs), frequent hand washing between handling

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	different food types are also acceptable to prevent the likelihood of food being contaminated.
Resources	<p>The Authority has many <u>factsheets and guidelines</u> RTOs can use as content for their training materials. Many of these fact sheets are also <u>translated</u> into a range of languages. Some hot topics are:</p> <ul style="list-style-type: none"> • <u>Powers of authorised officers</u> • <u>Health and hygiene requirements of food handlers</u> • <u>Hand washing in food businesses</u> • <u>Safe preparation of raw egg products</u> • <u>Allergy aware booklet</u> • <u>Cleaning and sanitising in food businesses</u> • <u>Suitability of chemicals used in food businesses</u> • <u>Pest control in food businesses</u> • <u>Potentially hazardous foods guideline for authorised officers</u> • <u>Guidance on the 2-hour / 4-hour rule</u> • <u>Labelling – Date marking, storage conditions and directions for use</u> • <u>Food Premises Assessment Report (FPAR)</u> • <u>Allergies and intolerances</u> • <u>Eggs</u> • <u>Food Safety Guidelines for the Preparation of Raw and Lightly Cooked Egg Products</u> • <u>Food Safety Guidelines for the Preparation and Display of Sushi</u> • <u>Standard 3.2.2A – Food Safety Management Tools</u> • <u>Foodwise newsletter subscription</u>
Foodborne illness case studies	foodauthority.nsw.gov.au/science/foodborne-illness-case-studies/
Social media	<p>Follow the Authority on:</p> <ul style="list-style-type: none"> • <u>Facebook</u> • <u>X</u> • <u>LinkedIn</u> • <u>YouTube</u>

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ensure that the information upon which they rely is up to date and to check the currency of the information with the appropriate officer of the Regional NSW or the user's independent adviser.