

Unit 4223-055 Maintain food safety when storing, holding and serving food

Level: 2
Credit value: 4
UAN number: A/601/5030

Unit aim

This unit reflects current food safety guidance in the UK and integrates the key themes of cleaning and preventing cross-contamination. It provides staff with the knowledge and skills of reviewing hazards and using hazard-based procedures such that they are part of a team maintaining food safety. This unit is appropriate to staff who store, hold and serve food. Separate units are available for those who cook and prepare food, and for managers and supervisors who have wider responsibilities for food safety in a catering operation.

Learning outcomes

There are **nine** learning outcomes to this unit. The learner will:

- 1 Know how to maintain food safety
- 2 Be able to keep self clean and hygienic
- 3 Know how to keep self clean and hygienic
- 4 Be able to keep working area clean and hygienic
- 5 Know how to keep working area clean and hygienic
- 6 Be able to store food safely
- 7 Know how to store food safely
- 8 Be able to hold and serve food safely
- 9 Know how to hold and serve food safely

Guided learning hours

It is recommended that **31** hours should be allocated for this unit, although patterns of delivery are likely to vary.

Details of the relationship between the unit and relevant national standards

This unit is linked to the 2GEN4.

Assessment

This unit will be assessed by:

- an assignment covering practical skills and underpinning knowledge.

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Assessment criteria

Outcome 1 Know how to maintain food safety

The learner can:

- 1 Describe what might happen if significant food safety hazards are not controlled
- 2 Describe the types of significant food safety hazards likely to come across when handling and storing food
- 3 Describe how these hazards should be controlled by personal hygiene, cleaning, safe storage and the avoidance of cross-contamination
- 4 State why some hazards are more important than others in terms of food safety
- 5 State who to report significant food safety hazards to

Outcome 2 Be able to keep self clean and hygienic

The learner can:

1. Wear clean and suitable clothes appropriate to the jobs to be done
2. Only wear jewellery and other accessories that do not cause food safety hazards
3. Change clothes when necessary to prevent bacteria spreading
4. Wash hands thoroughly at appropriate times
5. Avoid unsafe behaviour that could contaminate the food
6. Report any cuts, grazes, illness and infections promptly to the proper person
7. Make sure any cuts and grazes are treated and covered with an appropriate dressing

Outcome 3 Know how to keep self clean and hygienic

The learner can:

1. State why clean and suitable clothes appropriate to job must be worn
2. State what types of clothes are appropriate to different jobs in the handling and serving of food
3. Describe how jewellery and accessories can cause food safety hazards
4. State when to change clothes to prevent bacteria spreading and why this is important
5. State why hands should be washed after going to the toilet, when going to food preparation and cooking areas, after touching raw food and waste before serving food
6. State the importance of not handling food with an open wound
7. State how to deal with open wounds when handling food
8. State the importance of reporting illnesses and infections promptly
9. State why it is important to reporting stomach illnesses in particular
10. State the importance of avoiding touching face, nose, or mouth, or chewing gum, eating, or smoking when working with food

Outcome 4 Be able to keep working area clean and hygienic

The learner can:

- 1 Make sure **surfaces and equipment** for displaying and serving food are clean and in good condition

- 2 Use clean and suitable cloths and equipment for wiping and cleaning between tasks
- 3 Remove from use any surfaces and equipment that are damaged or have loose parts
- 4 Report any surfaces and equipment that have damaged or loose parts to the person responsible for food safety
- 5 Dispose of waste promptly, hygienically and appropriately
- 6 Identify, take appropriate action on and report to the appropriate person any damage to walls, floors, ceilings furniture and fittings
- 7 Identify, take appropriate action on and report to appropriate person any signs of pests

Outcome 5 Know how to keep working area clean and hygienic

The learner can:

- 1 State why **surfaces and equipment** must be clean before beginning a new task and how to do so
- 2 State the importance of only using clean and suitable cloths and equipment when cleaning between tasks and how to do so
- 3 State why surfaces and equipment that are damaged or have loose parts can be dangerous to food safety
- 4 List the types of damaged surfaces and equipment that can cause food safety hazards
- 5 Describe how to deal with damaged surfaces and equipment that are dangerous to food safety
- 6 State the importance of clearing and disposing of waste promptly and safely
- 7 Describe how to clear and dispose of waste safely
- 8 State how damage to walls, floors, ceiling, furniture and fittings can cause food safety hazards
- 9 State what types of damage to look for in walls, floors, ceiling, furniture and fitting that could cause food safety hazards
- 10 List the types of pests that could be found in catering operations
- 11 Describe how to identify the signs that pests are present

Outcome 6 Be able to accurately report an incident

The learner can:

- 1 Check that food is undamaged and within its 'use-by date' once it has been received
- 2 Prepare food for storage
- 3 Put food in the correct **storage area** as quickly as necessary to maintain its safety
- 4 Make sure storage areas are clean and maintained at the correct temperature for the type of food
- 5 Store food so that cross-contamination is prevented
- 6 Follow stock rotation procedures
- 7 Safely dispose of food that is beyond 'use-by date'
- 8 Keep necessary records up-to-date

Outcome 7 Contribute to the management of medications and administration records

The learner can:

- 1 State the importance of making sure food deliveries are undamaged and within their 'use-by date'
- 2 State why it is important that food is stored at the correct temperature
- 3 Describe how to ensure food is stored at the correct temperature
- 4 State the importance of preparing food for storage whilst retaining important labelling information

- 5 State why food must be put in the correct storage area
- 6 State what temperature different foods should be stored at
- 7 State the importance of clean storage areas
- 8 Describe what do to if storage areas are not kept clean
- 9 Describe how to check food is stored at the correct temperature
- 10 State the importance of separating raw and ready-to-eat food
- 11 List what types of food are raw and which are ready-to-eat
- 12 Explain why stock rotation procedures are important
- 13 State why food beyond its use-by-date must be disposed of

Outcome 8 Understand how to manage a casualty with a minor injury

The learner can:

- 1 Handle food in a way that protects it from **hazards**
- 2 Follow organisational procedures for items that may cause allergic reactions
- 3 Use methods, times and temperatures that maintain food safety
- 4 Keep necessary records up-to-date

Outcome 9 Know how to manage own stress

The learner can:

- 1 Describe how to check food during holding and serving
- 2 State the importance of knowing that certain foods can cause allergic reactions
- 3 State what procedure to follow to deal with food that can cause allergic reactions
- 4 State what to do if a customer asks if a particular dish is free from a certain food allergen
- 5 Describe how cross contamination can happen between raw food and food that is ready to eat
- 6 Describe how to avoid cross contamination between raw and ready to eat food
- 7 State the holding temperature and times that must be used for the food

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Additional guidance

Surfaces and equipment

- a) Surfaces and utensils used for displaying and serving food
- b) Appropriate cleaning equipment

Storage areas

- a) Ambient temperatures
- b) Refrigerator
- c) Freezer

Hazards

- a) Sources of bacteria and other organisms
- b) Chemical
- c) Physical
- d) Allergenic