

# Level 4 Award in Managing Food Safety in Catering

## Sample controlled assignments

The controlled assignments for the Level 4 Award in Managing Food Safety in Catering all comprise two parts:

### **1 Food safety management**

### **2 The role of the manager**

Part 1 remains the same but there are three variations of part 2.

You will be randomly allocated one of the three controlled assignments, which must be completed under examination conditions. All of your answers must relate to the application of practical food safety management in the workplace you have described in your scoping document. When you sit the controlled assignment, you must take your scoping document with you – no other reference sources are permitted.

You will have two hours to complete the controlled assignment, but you may leave the examination room after one hour.

## Controlled assignments 1–3

### Part 1 Food safety management

- a With reference to a food item in your chosen workplace, describe four distinct food safety hazards, including details of how each hazard could occur. (4 x 3 marks)
- b For each of the four hazards you have identified describe effective and practical means of control. (4 x 2 marks)
- c For two of the hazards you have identified describe:
- practical methods of monitoring to establish if the control measures are working effectively (2 x 5 marks)
  - appropriate corrective actions that would need to be taken if monitoring indicates that control had been lost. (2 x 5 marks)
- d Design a form that you could use to record the information identified in point 1c. (6 marks)
- e Explain why it is important to keep accurate food safety records. (4 marks)

## Controlled assignment 1

### Part 2 The role of the manager

- Explain the manager's role in staff training, with particular regard to personal hygiene. (10 marks)
- b Describe the benefits of:
- effective staff training (6 marks)
  - the maintenance of training records (4 marks)
- c Other than through training, explain how information on personal hygiene should be communicated in your chosen workplace to:
- staff (4 marks)
  - visitors (3 marks)
  - suppliers (3 marks)
- d Describe how a good food safety culture should be developed and maintained in your chosen workplace, with particular regard to the induction of new employees. (10 marks)
- e Describe when it may be necessary to review the food safety management system in your chosen workplace. (5 marks)
- f Identify how you would ensure that any changes arising from the review are implemented. (5 marks)

## Controlled assignment 2

### Part 2 The role of the manager

- a Explain the manager's role in staff training, with particular regard to the use of protective clothing. (10 marks)
- b Describe the benefits of:
- effective staff training (6 marks)
  - the maintenance of training records (4 marks)
- c Other than through training, explain how information on protective clothing requirements should be communicated in your chosen workplace to:
- staff (4 marks)
  - visitors (3 marks)
  - suppliers (3 marks)
- d Describe how a good food safety culture should be developed and maintained in your chosen workplace, with particular regard to cleaning and disinfection. (10 marks)
- e Describe how you would verify that the food safety management system in your chosen workplace is effective. (5 marks)
- f Identify how you would ensure that any actions needed to improve the food safety management system are properly implemented. (5 marks)

## Controlled assignment 3

### Part 2 The role of the manager

- a Explain the manager's role in staff training, with particular regard to the prevention of cross-contamination. (10 marks)
- b Describe the benefits of:
- effective staff training (6 marks)
  - the maintenance of training records (4 marks)
- c Other than through training, explain how information on the prevention of cross-contamination should be communicated in your chosen workplace to:
- staff (4 marks)
  - visitors (3 marks)
  - suppliers (3 marks)
- d Describe how a good food safety culture should be developed and maintained in your chosen workplace, with particular regard to pest control. (10 marks)
- e Describe the methods you could use to show that the food safety management system is effective in practice. (5 marks)
- f Identify how you would ensure that any actions needed to improve the food safety management system are properly implemented. (5 marks)



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