



**Highfield**

*awarding body for compliance*

## Qualification Specification

### Level 3 Award in Food Safety Supervision for Manufacturing

Qualification Number: 500/6698/5

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## HABC Level 3 Award in Food Safety Supervision for Manufacturing (QCF)

### Introduction

This Qualification Specification document is designed to outline all you need to know in order to offer this qualification in your Centre. If you have any further questions, please contact your account manager.

### Qualification Details

The HABC Level 3 Award in Food Safety Supervision for Manufacturing has been accredited by the regulators\* of England, Wales and Northern Ireland and is part of the Qualifications and Credit Framework (QCF).

\*The regulators are Ofqual in England, DCELLS in Wales and CCEA in Northern Ireland

It is supported by Improve, the Sector Skills Council for the food and drink manufacturing industry.

### Key facts

• <b>QAN</b>	500/6698/5
• <b>Learning Aim Reference</b>	50066985
• <b>Guided learning hours (GLH)</b>	25
• <b>Credit Value</b>	3
• <b>Assessment Method</b>	Multiple-choice examination

### Qualification Overview

The Level 3 Award in Food Safety Supervision for Manufacturing is a qualification aimed at supervisors, team leaders and line managers working in the manufacturing industry. This includes those working in distribution and storage.

The qualification is predominantly aimed at those already working in manufacturing.

Learners gaining this qualification will know and be able to apply the knowledge relating to the supervisor's role at all stages of food production. They will understand the role of the supervisor in food preparation and be able to provide examples of effective supervisory management relating to food production.

Its topics are regarded by the Foods Standards Agency as being important to maintaining good practice in the production of safe food.

### Entry Guidance

There are no prerequisites for this qualification.

It is strongly advised that learners already hold the Level 2 Award in Food Safety for Manufacturing, or equivalent.

It is also advised that learners have a minimum of Level 2 in literacy or numeracy or equivalent.

This qualification is approved for delivery to the age ranges 16-18 and 19+.

### Geographical Coverage

The qualification is suitable for learners in England, Wales or Northern Ireland.

### Special Needs

HABC have measures in place for learners with special needs. Please see the Reasonable Adjustments Policy, Annex 17 of the HABC Core Manual.

### Qualification Structure

This qualification is made up of one mandatory unit, the details of which are included at the end of this document.

Learners must successfully complete the assessment for the unit to achieve the qualification.

The qualification can be taken as a free standing qualification or as part of a wider programme of training.

### How the qualification is assessed

This qualification is assessed through a 60-question multiple-choice question examination. The duration of the examination is 2 hours.

Successful learners must achieve a score of at least 40 out of 60. Learners will achieve a Merit if they achieve 50 out of 60.

Following the assessment, a list of results will be provided to the Centre Contacts stating whether learners have passed or failed. Certificates for successful learners will be dispatched for distribution by the Centre Contacts.

### Progression

Progression and further learning routes include:

- Level 4 Award in Food Safety Management for Manufacturing
- Level 3/4 food and drink qualifications
- Food Manufacturing competency based qualifications (NVQs/Apprenticeships)

### Nominated Tutor Requirements

HABC require that Nominated Tutors have teaching experience and hold a qualification in the relevant subject area.

Nominated Tutors should have a minimum of a Level 4 Food Safety qualification from a recognised awarding body, together with relevant work experience and a training qualification or training experience.

Nominated Tutors at Level 3 should also have a proven track record in delivering a minimum of 12 successful Level 2 courses prior to delivery of this course.

***Suitable Subject Area Qualifications may include:***

- Degree of Dip.HE in a related subject such as:
  - Food Science
  - Environmental Health
  - Home Economics
  - Microbiology
  - or one that contains elements of these subjects
- HNC/D in a related subject (as outlined above);
- Level 4 qualification in Food Safety or equivalent;
- Graduate Diploma in Food Science and Technology of the Institute of Food Science and Technology;
- Or, any other HABC approved qualification

**Suitable Teaching Qualifications include:**

- Level 3 or 4 PTLLS or above
- Diploma or Certificate in Education
- Bachelors or Masters Degree in Education
- City and Guilds Teachers Certificate or equivalent
- Level 3 or 4 NVQ in Training and/or Development
- Professional Trainers Certificate
- Proof of at least 30 hours of training in any subject

Nominated Tutors should also be able to demonstrate relevant experience and knowledge in a work context and provide evidence of engagement with the subject field and continuing professional development.

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**Key Skills**

This qualification provides the opportunity for learners to develop competence in key skills and produce evidence towards attaining key skills. The qualification does not ensure key skills are met as this would depend upon learners producing a portfolio of evidence and the mode of study adopted.

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**Useful Websites**

<http://www.food.gov.uk/>

<http://www.improveltd.co.uk/>

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**Recommended Training Materials**

Sprenger, R.A (2009) *Supervising Food Safety (Level 3)* Highfield.co.uk Ltd

Sprenger, R.A (2008) *Hygiene Sense* Highfield.co.uk Ltd

**Unit 1: The Principles of Food Safety Supervision for Manufacturing**

Unit no: T/502/0183

Level: 3

Credit: 3

GLH: 25

Learning Outcome	Assessment Criteria
<i>The learner will:</i>	<i>The learner can:</i>
<b>1. Understand how food business operators can ensure compliance with food safety legislation.</b>	<ol style="list-style-type: none"> <li>1. Summarise the importance of food safety management procedures.</li> <li>2. Explain the responsibilities of employers and employees in respect of food safety legislation and procedures for compliance.</li> <li>3. Explain how the legislation is enforced.</li> <li>4. Outline the requirements of food safety audits</li> </ol>
<b>2. Understand the application and monitoring of good hygiene practice</b>	<ol style="list-style-type: none"> <li>1. Justify the importance of high standards of personal hygiene.</li> <li>2. Explain procedures for cleaning and disinfection including the need for workplace and equipment schedules.</li> <li>3. Explain procedures to control contamination and cross-contamination.</li> <li>4. Describe the importance of and methods for waste disposal.</li> <li>5. Describe the importance of and methods for pest control.</li> </ol>
<b>3. Understand how to implement food safety management procedures</b>	<ol style="list-style-type: none"> <li>1. Describe the consequences for food safety from microbial, chemical, physical and allergenic hazards.</li> <li>2. Describe methods and procedures for controlling food safety to include critical control points, critical limits and corrective actions.</li> <li>3. Explain the requirement for temperature control.</li> <li>4. Explain the importance of traceability.</li> <li>5. Explain the importance of continually reviewing and, as appropriate, improving the organisation's procedures.</li> </ol>
<b>4. Understand the role of supervision in food safety management procedures</b>	<ol style="list-style-type: none"> <li>1. Explain the requirements for induction and on-going training of staff.</li> <li>2. Explain the importance of monitoring and reporting in food safety management.</li> </ol>