

# SFLFSLE155

## SfL155 Apply and Monitor Food Safety Management Procedures - H2DF 04



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### Overview

#### **What this standard is about**

This standard is about applying and monitoring food safety management procedures in a logistics environment. It covers the knowledge and skills required of workers in the logistics sector in relation to the EU regulations that make it a legal requirement for all businesses that deal with food (ie food, drink and animal feeds) to have Food Safety Management Systems embedded into their operating and management systems.

#### **Who this standard is for**

This standard is relevant to those who work in all parts of the food supply chain, including vehicle drivers, warehousing and storage operatives, supervisors and managers

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### Performance criteria

*You must be able to:*

- P1 Identify relevant food safety hazards and appropriate control measures
- P2 Allocate and supervise food safety responsibilities
- P3 Identify and meet staff **training** and development needs
- P4 Ensure all specified operational controls are completed in accordance with **food safety management procedures**
- P5 Keep accurate and complete records of checks in accordance with **food safety management procedures**
- P6 Take appropriate **corrective action(s)** with the appropriate degree of urgency when **control measures** fail
- P7 Report to the **appropriate person** any **procedures** that do not comply with **control measures**
- P8 Seek expert advice and support for matters outside your own level of authority or expertise
- P9 Recommend adjustments to **food safety management procedures** in line with changes in organisational needs

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### Knowledge and understanding

*You need to know and understand:*

- K1 the importance of having food safety **procedures** and the types of **food safety hazards**
- K2 what **control measures** are including **critical control points**
- K3 your responsibilities under your **organisation's food safety management procedures**, including the **critical control points** relating to your work activity
- K4 how to communicate responsibilities for **food safety management procedures** to colleagues and ensure they are understood
- K5 how to ensure that staff receive appropriate **training** to meet their food safety responsibilities
- K6 the impact of **tolerance** at **critical control points** and **control points** on food safety and your **organisation**
- K7 the type and frequency of checks that you should perform to control food safety within your work activities
- K8 the reporting **procedures** when control **measures** fail
- K9 the records required for controlling food safety, and how to maintain them
- K10 the importance of 'traceability' and why it is important to food safety
- K11 types and methods of **corrective action** to control **food safety hazards**
- K12 what continuous improvement is and why it is important to contribute to the improvement process
- K13 legislation on food safety within your area of responsibility
- K14 sources of information on food safety legislation
- K15 how enforcement officers should be dealt with **Organisational procedures relating to food safety**

### Additional Information

#### Glossary

1. **Control measures:** Actions required to prevent or remove a food safety hazard, or reduce it to an acceptable level
2. **Control point:** A key stage in the food chain where appropriate action should be taken to prevent a food safety hazard or to reduce the associated risk
3. **Corrective action:** The action to be taken when a critical limit is breached
4. **Critical control point:** A key stage in the food chain where appropriate action should be taken to prevent a food safety hazard or to reduce the associated risk
5. **Food safety hazards:** Something which may cause harm to the consumer and can be:
  - microbiological (for example, bacteria, moulds, viruses)
  - chemical (for example, pesticides used on fruit and vegetables, chemicals used in cleaning or for pest control)
  - physical (for example, insects, parasites, glass)
  - allergenic (for example nuts, milk, eggs)
6. **Food safety management procedures:** The policies, practices, controls and documentation that ensure that food is safe for consumers, e.g. Hazard Analysis and Critical Control Points (HACCP).
7. **Procedures:** A series of clear steps or instructions on how to do things; rules. Some companies document their procedures formally in writing, and others simply have procedures that all staff understand and follow but which are not written down.
8. **Tolerance:** The difference between the planned or standard limits allowed and the actual values monitored

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**Relevant occupations** Transportation operations and maintenance; Retailing and wholesaling; Warehouse and distribution; Managers in Distribution, Storage and Retail; Vehicle Trades; Food Preparation Trades; Process Operatives; Transport Drivers and Operatives; Transport Associate Professionals

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**Suite** Food Safety in a Logistics Environment

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**Key words** Food Safety Procedures