Unit 306: Monitoring and supervision of food safety

# Worksheet 3: Food safety audit (Tutor)

1. An external auditor has requested to look at the food safety policy and records. What evidence should be made available to them?

* Food safety policy statement
* HACCP
* Temperature records – fridge/freezer/hot food
* Cleaning records
* Training records
* Delivery records
* Daily hand over documents
* Equipment checks, maintenance and calibration
* Waste records
* Pest control records
* Staff sickness records
* Visitor records

2. Suggest three examples of when you could seek advice and guidance from specialists or an enforcement authority to ensure food safety is maintained:

* Kitchen refurbishment
* New menu offering/change of use
* New equipment