

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