

## Appendix 1 – Scheme Criteria February 2010

LEGAL COMPLIANCE	
<b>Food Hygiene &amp; Safety (handling practices, procedures, temp. control)</b>	<b>Structural</b>
Good compliance with Regulation (EC) No 852 on the hygiene of foodstuffs and The Food Hygiene (Scotland) Regulations 2006, Schedule 4 – Temperature Control Requirements.	Good compliance with Regulation (EC) No 852 on hygiene of foodstuffs. Any non-compliances minor in nature only and not critical to food safety.
HACCP BASED FOOD SAFETY MANAGEMENT SYSTEM	
<ol style="list-style-type: none"> <li>1. Documented HACCP based Food Safety Management System appropriate to the nature of the business based on the principles of HACCP in place examples of such as system include Cook<b>Safe</b>, Retail<b>Safe</b>, business's own system, local authority own system</li> <li>2. Audit by Local Authority confirms general compliance with documented Food Safety Management System.</li> </ol>	
TRAINING	
<ol style="list-style-type: none"> <li>1. All food handlers to receive the essentials of food hygiene instruction before starting work and further food hygiene awareness instruction within 4 weeks (8 weeks for part time staff) of commencing employment<sup>1</sup></li> <li>2. All food handlers involved in preparation and handling of high-risk open (unwrapped) foods will have been successful in an examination taken following an elementary<sup>2</sup> food hygiene training course, or equivalent in-house training<sup>3</sup> within 3 months of commencement of employment.</li> <li>3. All food handlers that have not achieved the elementary food hygiene competence set out in the preceding bullet point must be supervised by a person who has that level of competence or intermediate<sup>4</sup> food hygiene competence where the next bullet applies.</li> <li>4. Where a business handles either:               <ol style="list-style-type: none"> <li>a. open ready-to-eat foods and unwrapped raw meat/poultry or unwashed root vegetables at the same time, or</li> <li>b. unwrapped high risk (perishable) ready-to-eat foods,</li> </ol>               All food handlers must be supervised by a person who has been successful in an examination taken following an intermediate level food hygiene or equivalent in-house course<sup>5</sup>.             </li> <li>5. A food handler holding the elementary food hygiene or, where required under bullet point 4, the intermediate food hygiene, certificate may work without supervision by a person trained to that standard.</li> <li>6. Staff responsible for the development and maintenance of Food Safety Management Systems have received appropriate training in the application of HACCP principles<sup>6</sup></li> <li>7. Certificates and/or the training records available to prove these competencies.</li> </ol>	

<sup>1</sup> As defined in the industry guide for catering (currently under revision)

<sup>2</sup> Equivalent to Level 2 Food Hygiene Award in England, Wales and Northern Ireland

<sup>3</sup> The onus for demonstrating the equivalence of in-house training and subsequent assessment of competence rests with the business

<sup>4</sup> Equivalent to Level 3 Food Hygiene Award in England, Wales and Northern Ireland

<sup>5</sup> At least one person with intermediate training would be present in the premises in normal circumstances at times when these operations are being carried out. Practical allowances for holidays or short absences due to other business needs may be necessary, however, arrangements should be in place in the premises to ensure the food hygiene management and HACCP arrangements are working effectively during any such absences.

<sup>6</sup> As set out in Regulation (EC) NO 852/2004 of 29 April 2004 on the hygiene of foodstuffs / The Food Hygiene (Scotland) Regulations 2006.