

## Standard 3.2.2A – Food Safety Supervisor FAQs

### What certification does a Food Safety Supervisor need?

To be eligible to be a Food Safety Supervisor (FSS), food handlers must have completed at least one of the following skill sets **within the last five years**:

- [SITSS00069 - Food Safety Supervision Skill Set](#) (units SITXFSA005 and SITXFSA006)
- [SIRRFSA001 - Handle food safely in a retail environment unit](#)
- [HLTSS00061 - Food safety supervision skill set - for community services and health industries](#) (units HLTTFSE001, HLTTFSE005 and HLTTFSE007)

These units can be delivered as stand-alone short courses or within longer Vocational Education & Training (VET) courses.

Food Safety Supervisor certification can only be gained from a Registered Training Organisation (RTO).

### I've completed a VET course in hospitality, cooking or retail, can I be a FSS?

Some VET courses contain the FSS skill sets/units meaning if a food handler has completed a VET course in the food, hospitality, retail or community and health care sector they may have already completed the FSS units.

If someone has completed a VET course and are unsure whether they have completed the FSS units, they can check their study transcript or with their training provider. Current courses containing the two [Food Safety Supervision Skill Set](#) units include:

- [Certificate III in Asian Cookery](#)
- [Certificate IV in Asian Cookery](#)
- [Certificate III in Catering](#)
- [Certificate IV in Catering Management](#)
- [Certificate II in Cookery](#)
- [Certificate III in Commercial Cookery](#)
- [Certificate IV in Kitchen Management](#)
- [Certificate II in Hospitality](#)
- [Certificate III in Hospitality](#)
- [Certificate IV in Hospitality](#)
- [Diploma of Hospitality Management](#)
- [Advanced Diploma of Hospitality Management](#)
- [Certificate III in Patisserie](#)
- [Certificate IV in Patisserie](#)

Current courses containing the [Handle food safely in a retail environment](#) unit include:

- [Certificate IV in Artisan Fermented Products](#)
- [Certificate III in Retail](#)
- [Certificate IV in Food Science and Technology](#)
- [Certificate II in Retail Services](#)

The current course containing the three units for the [Food safety supervision skill set - for community services and health industries](#) is:

- [Certificate III in Health Services Assistance](#)

## **Where can I access FSS courses?**

The SA Health website contains a list of [Registered Training Organisations](#) (RTOs) who offer FSS certification either online or face to face in SA.

A complete list of RTOs that offer the FSS skill sets/units across Australia is available on the [training.gov.au](http://training.gov.au) website by searching the course unit names or codes.

## **Is the New South Wales Food Authority (NSWFA) FSS certificate recognised in South Australia?**

Yes.

## **If I have a degree in food science or I am a fully qualified chef with many years' experience, do I still need to gain a FSS certificate?**

Yes, the Standard requires the food handler to have gained certification as Food Safety Supervisor through a Registered Training Organisation within the last five years.

## **Does the FSS certificate expire?**

Yes. Under the Standard FSS certification must be completed at least every five years. Some RTOs may offer re-certification, otherwise the person will need to complete FSS certification course again.

## **Can superseded units still be used for FSS certification?**

Course unit names and requirements can be updated from time to time. If superseded units were completed within the last 5 years, they will still be recognised, and the person can be a FSS. If the superseded units were completed more than 5 years ago, the new units, or re-certification under the new units, will need to be completed.

## **Will presentation of an academic transcript or similar showing completion of the relevant units suffice as evidence?**

Yes, an academic transcript will suffice as evidence of having completed the required units of competency.

## **If I'm a sole operator, do I still need to appoint a FSS?**

Under clause 11 of Standard 3.2.2A the business must appoint a Food Safety Supervisor before engaging in a prescribed activity, and ensure that the Food Safety Supervisor is reasonably available to advise and supervise each food handler engaged in that prescribed activity. While a sole operator would not need to supervise any other food handlers, if they are undertaking prescribed activities they still need to appoint a Food Safety Supervisor. This aims to make sure the business or sole operator has the skills and knowledge to handle food safely.

## **If a FSS goes on a period of leave (e.g. annual, personal and long service leave) will another supervisor need to be appointed?**

If a Food Safety Supervisor is absent for 30 days or less then you don't need to appoint a replacement Food Safety Supervisor but you should ensure that appropriate processes & procedures are in place e.g. having a written guide for staff to use.

Where a Food Safety Supervisor is absent for more than 30 days a replacement food safety supervisor needs to be appointed.

**Does the FSS need to be on site for all opening hours? Can they be contacted by phone or email instead?**

The FSS only needs to be reasonably available when the handling of unpackaged potentially hazardous foods (prescribed activities) is taking place. This means being onsite for majority of the time to oversee the prescribed activities, and when not onsite being otherwise contactable and having procedures in place.

**Does the FSS need to be onsite when food is being prepared or can they be contacted by phone/email for advice?**

FSS's need to be reasonably available (mostly onsite) when prescribed activities are taking place, and at other times must be contactable via phone or email.