SC6 – Hygiene Training Record

Name:..... Position:..... Date of employment:.....

In House Training/Instruction on Safe Catering Pack

Nature of Training	Dates	Trainer	Employee Signature
Instruction On Basic Hygiene Rules (Sec 4, Page 23)			
Training on steps used in your business (Sec 3, Pages 5 – 78)			
Purchase, Delivery/Receipt, Collection			
Storage			
Preparation And Handling			
Cold Serve/Display			
Defrosting			
Cooking			
Cooling/Freezing			
Reheating			
Hot Hold/Display			
Transport and delivery			
Physical/Chemical Contamination			
Food Allergies			
Any other Step(s) e.g. vacuum packing			
Training on general hygiene requirements (Sec 4, Pages 2 – 21)			
Cleaning			
Pest Control			
Waste			
Maintenance			
Personal Hygiene			
Training			
Advice on using a Thermometer (pages 24 – 25)			

Further Training

Nature of training e.g. CIEH/RSH/RIPH level 2/3 Award in Food Safety in Catering, in-house, refresher	Course Provider	Date Completed	Employee Signature

Copies Of Any Certificates Should Be Kept With This Form

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