



Level 4 Award in Food Safety Management for Manufacturing

Controlled assignment – scoping document (exemplar)

This form must be completed before you enter the invigilated examination room to sit the controlled assignment for the **CIEH Level 4 Award in Food Safety Management for Manufacturing**. This form should be submitted with your controlled assignment.

Maximum 500 words

Candidate's name (in full and block capitals):	Evie Adams
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Centre name: Eden Training	Centre number: <table border="1"><tr><td>1</td><td>0</td><td>1</td><td>0</td><td>1</td></tr></table>	1	0	1	0	1
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Write a brief
description of your
chosen workplace:

I work in a modern, purpose-built manufacturing unit that produces a range of refrigerated, cooked meat and savoury pastry products for sale in major retail outlets.

Approximately 170 people are employed on site and the unit runs a two-shift production system five days per week.

There is a comprehensive prerequisite programme in place that operates alongside an established food safety management system based on HACCP principles.

There are separate areas for cooking the pie/pasty fillings and pastry mixing and separate chilled storage areas for in-coming raw materials, work in progress and finished products.

There are two fully automated pie production lines - for the manufacture of meat pies and savoury (vegetarian) pie products and two smaller, semi-automated lines - for the manufacture of meat and savoury pastry products.

Metal detectors are fitted on all production lines.

Type of
food prepared:

Approximately 40 different varieties of meat and savoury pies and pasties are manufactured on site.

Using an individual steak pie as a typical example of the manufacturing process:

The filling is made from fresh diced beef, a dry mix (contains thickener and seasonings and is blended by an approved supplier) and water. Prepared in approximately 1000kg batches, the filling is cooked, blast chilled via an in-line vacuum cooler and finally held in chilled storage until required.

Short crust pastry is mixed in a separate area and held in chilled storage until required. On the pie line, sheeted pastry is blocked out into aluminium foil pie bases, chilled pie filling is deposited into it and a sheeted pastry lid is added and sealed.

Pies are then baked, blast chilled and held in chilled storage prior to packing. Pies are individually flow-wrapped, batch/date coded, metal detected and then held in returnable, plastic, transit trays in chilled storage until delivered to the customer.

Job title and
description
of your role:

I am a Technical Manager and member of the site senior management team (which also includes the Production Manager and Company Accountant) which reports directly to the site General Manager. I am responsible for all technical issues and liaise directly with customer technical representatives, auditors, Environmental Health Practitioners, etc.

Specific responsibilities include ensuring all food safety management systems, product specifications, etc. are maintained, new product development and on-site hygiene. I have three supervisory level staff reporting to me - a systems auditor, a hygiene supervisor and a product development technician.

Customer Services

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