

Level 3 Award in HACCP for Food Manufacturing

Candidate assessment record

Candidate's name
(in full and block capitals):

Candidate's address:

Post code:

Duration of course (start date and
last date of course attendance):

Centre name:

Centre number:

I hereby certify that the submitted assignment is my own work, I have not received unauthorised assistance in completing this assignment and understand that it has been produced for assessment purposes only.

**Candidate's
signature:**

Date:

I hereby certify that to the best of my knowledge the submitted assignment is the candidate's own work and that he/she has not received unauthorised assistance in completing this assignment.

**Trainer's
signature:**

Date:

Trainer's name (in full and block capitals):

Trainer number:

For CIEH USE ONLY

Final result

Merit (80–100)

Pass (60–79)

Fail (0–59)

Please note: only an original
candidate assessment record
may be submitted.

Assignment

The subject of the assignment must be a complete food process. It must be clearly identified at the beginning of the assignment and supported by appropriate background information.

You must demonstrate to the trainer's satisfaction, clearly and unequivocally, the extent of your personal contribution to the research and responses in the following areas:

1 Process/flow diagram/hazards (30 marks):

- describe the process including the intended use of the end product, any at-risk consumer groups (if applicable) and the scope of potential hazards
- produce a clear flow diagram indicating all key stages
- identify potential food hazards and the points in the process where they occur.

2 Control measures/critical control points/limits (30 marks):

- identify justifiable control measures for each hazard identified above
- identify points in the process where control is critical
- describe suitable and measurable limits and tolerances/targets for each critical control point.

3 Monitoring/corrective action (20 marks):

- describe appropriate monitoring procedures that will ensure that controls are in place and limits are met
- identify the nature of, and limits for, any corrective action.

4 Documentation/verification/review (20 marks):

- list and describe the elements of appropriate documentation and records that might be used to demonstrate effective control
- describe relevant verification procedures that might be used to confirm that the HACCP system is working effectively
- identify circumstances when a review should be carried out.

Please refer to the candidate guidelines.

When you have completed your assignment, sign the authentication statement and forward your assignment together with this Candidate Assessment Record to your trainer for marking. Remember to keep a copy of your assignment.

Marking grid and trainer feedback

To be completed by the trainer. The trainer should provide details in support of the marks awarded.

Moderators are unable to verify the marks if the marking grid and trainer's comments are incomplete.

Performance criteria	Maximum marks	Marks awarded	Moderator's marks
1 Process/flow diagram/hazards:			
The candidate has:			
<ul style="list-style-type: none"> described the process including the intended use of the end product, any at-risk consumer groups (if applicable) and the scope of potential hazards 	5		
<ul style="list-style-type: none"> produced a clear flow diagram indicating all key stages 	15		
<ul style="list-style-type: none"> identified potential food hazards and the points in the process where they occur. 	10		
2 Control measures/critical control points/limits:			
The candidate has identified:			
<ul style="list-style-type: none"> justifiable control measures for each hazard identified above 	10		
<ul style="list-style-type: none"> points in the process where control is critical 	10		
<ul style="list-style-type: none"> suitable and measurable limits and tolerances/targets for each critical control point. 	10		
3 Monitoring/corrective action:			
The candidate has:			
<ul style="list-style-type: none"> described appropriate monitoring procedures that will ensure that controls are in place and limits are met 	10		
<ul style="list-style-type: none"> identified the nature of, and limits for, any corrective action. 	10		
4 Documentation/verification/review:			
The candidate has:			
<ul style="list-style-type: none"> listed and described the elements of appropriate documentation and records that might be used to demonstrate effective control 	10		
<ul style="list-style-type: none"> described relevant verification procedures that might be used to confirm that the HACCP system is working effectively 	5		
<ul style="list-style-type: none"> identified circumstances when a review should be carried out. 	5		
Total	100		

Trainer's comments

SAMPLE
NOT FOR EXAMINATION USE

Did the candidate make more than one attempt at completing this assignment?

Yes

No

If yes, please complete the 'Assignment history' section overleaf.

Trainer's signature: _____ Date: _____

