



DEPARTMENT OF THE NAVY

BUREAU OF MEDICINE AND SURGERY

2300 E STREET NW

WASHINGTON DC 20372-5300

IN REPLY REFER TO

BUMEDINST 4061.2

BUMED-M3F

7 Jun 2005

BUMED INSTRUCTION 4061.2

From: Chief, Bureau of Medicine and Surgery

To: All Ships and Stations

Subj: FOOD SAFETY TRAINING PROGRAM

- Ref:
- (a) Conference for Food Protection/American National Standards Institute (CFP/ANSI) Standard, Food Protection Manager Certification Program Standard
  - (b) NAVMED P-5010-1, Manual of Naval Preventive Medicine, Chapter 1, Food Safety
  - (c) Food Code, U.S. Department of Health and Human Services, Public Health Service, Food and Drug Administration
  - (d) NAVSUP P-486, Food Service Management-General Messes

1. Purpose. To establish a food safety training program for military and civilian food service and medical personnel. Food Safety is a critical Force Protection consideration for operational and non-operational units as well as the general public health.

2. Background. SECNAV Instruction 4061.1C was cancelled by ALNAV 088/04 of 1 Nov 04.

3. Definitions

a. Food Safety Instructor. Refers to a person either military or civilian who has successfully completed either the Catalog of Navy Training Course (CANTRAC) B-322-2101, "*Food Safety Manager's/Supervisor's Course*", or alternatively successfully demonstrated food safety core competency knowledge by obtainment of a Food Protection Manager Certification via a CFP/ANSI accredited program/examination as set forth by reference (a). All Food Safety Instructors and persons in charge shall maintain a current certification in order to comply with food safety training requirements as set forth by this instruction.

b. Food Employee. Refers to an individual working with unpackaged food, food equipment or utensils, or food contact surfaces.

c. Person in charge. Refers to the individual present at the food establishment who is responsible for its operation. Person(s) in charge must keep informed on food safety principles in order to ensure compliance with all food safety principles and practices. Per reference (b) food establishments defined as risk category 3 or 4 require a person in charge to be present at the establishment during all hours of operation. Reference (b) also sets forth that risk category type 1 or 2 food establishments require only one designated person in charge.

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d. Food Establishment. Refers to an operation that stores, prepares packages, serves, vends, or otherwise provides food for human consumption. Reference (b), section 1-3, further defines facilities included or excluded from this definition.

e. Food Manager Instructor/Food Supervisor. "Instructor/*CANTRAC Course B-322-2101 Instructor*" is an Environmental Health Officer (NOBC 1860) or Preventive Medicine Technician (NEC 8432) and maintains the requirements of a *Food Safety Instructor* as specified in paragraph 3a. Other military and civilian food safety professionals with applicable education backgrounds and credentials may be approved by the cognizant regional NAVENPVNTMEDU to teach *CANTRAC Course B-322-2101* on a case-by-case basis. In addition to the requirements specified in paragraph 3a. food safety instructors shall maintain current food safety knowledge through continuing education and training.

f. Accredited Certification Program. A Food Protection Manager Certification Program that has been evaluated and listed by an accrediting organization accepted by the conference for food protection (CFP) and has met the CFP/ANSI standard as set forth in reference (a).

g. Preventive Medicine Authority (PMA). PMA means the medical department representatives responsible for public health (preventive medicine). This will be the senior environmental health officer/preventive medicine technician for the area of responsibility. In their absence Army veterinary technicians, independent duty corpsmen, senior general duty corpsmen or medical officers may be designated.

4. Responsibilities. All Department of Navy activities, including both afloat and ashore units, which operate food establishments, are responsible for ensuring implementation and maintenance of a food safety training program that meets the minimum training requirements set forth in this instruction. Training requirements specified in this instruction shall be included in written contract agreements as applicable for contract food employees and person(s) in charge.

5. Training. Reference (b) details minimum food safety training requirements. A portion of the training shall be presented in the food establishment to demonstrate correct and incorrect usage of food service equipment and utensils. Food service staff shall obtain the minimum training requirements as detailed below.

a. Food employees shall receive a minimum of 4 hours initial food safety training prior to working in a food establishment. In addition to the initial training, food employees shall receive a minimum of 4 hours food safety training annually. Annual refresher food safety training is not required to be delivered in a consecutive 4 hour block of time. Food safety training shall include, but not be limited to, the five major

foodborne illness risk factors, which are: food from unsafe sources; inadequate cooking; improper holding/time-temperature; contaminated equipment/cross contamination protection; and poor personal hygiene. The person in charge of a food establishment is responsible for ensuring all food employees comply with the training requirements.

b. The person in charge of food safety training requires successful completion of either:

(1) Navy CANTRAC Course B-322-2101, "*Food Safety Manager's/Supervisor's Course*" is required for all personnel designated as a person in charge within 30 days of that assignment. This training certification is valid for 5 years.

(2) Food Protection Manager Certification within the first 30 days of employment, or by demonstration of food safety core competency or by passing a CFP/ANSI examination. Training certification is valid for 5 years. Renewal certification shall adhere to the requirements set forth by the current CFP/ANSI accredited certification procedures.

c. Temporary food employees assigned for 30 days or less shall receive 2 hours of initial training and orientation prior to working in a food establishment.

d. Bartenders that do not prepare food shall receive 1 hour of initial food safety training prior to working in a food establishment.

## 6. Sources

a. Initial and annual food employee food safety training may be obtained from:

(1) Qualified food safety instructors as set forth in paragraph 3a. The person in charge shall be a qualified food safety instructor and shall be responsible to ensure all their employees maintain minimum training food safety requirements.

(2) Qualified instructors attached to area Preventive Medicine Services, Naval Hospitals or Fleet/Fleet Marine Force operational units, or US Army Veterinary Service personnel assigned to naval installations.

(3) Navy/Marine Corps Food Management Team qualified instructors.

b. Person in charge/Supervisor food safety training certification may be obtained from:

(1) Department of Navy qualified instructors as defined by paragraph 3e.

(2) Successful completion of a CFP/ANSI accredited Food Protection Manager Examination.

7. References. Reference (a) is the Conference for Food Protection/American National Standards Institute Standard for Food Protection Manager Certification Program. Reference (b) provides Department of the Navy policies, procedures, and responsibilities for implementing food safety programs. Reference (c) is the national model for safeguarding public health and ensuring food is unadulterated and honestly presented when offered to the consumer. Reference (d) provides professional guidelines for effectively orienting, motivating, and directing food employees.

8. Action

a. Commanding officers, officers in charge, Masters, etc. of Navy, Marine Corps, and Military Sealift Command activities shall issue directives as necessary to implement this instruction. Military and civilian managers of clubs, messes, and DOD commissary stores on Navy and Marine Corps installations, and exchange facilities shall ensure compliance with this instruction.

b. Food Safety Training documentation shall be retained on site at the food establishment by the person in charge for each food employee. NAVMED 4061/1 form lists minimum food safety training topics for food employees and shall be used for documentation. Other training documentation formats approved by the PMA that meet the minimum requirements may be used. The Person in charge of training certification(s) shall be maintained on site at the food establishment. The PMA shall review food safety training records during routine food safety/sanitation inspections.

9. Forms. NAVMED 4061/1 is available on-line at: <http://navymedicine.med.navy.mil/default.cfm?seltab=directives> at the forms tab; local reproduction is authorized.



D. C. ARTHUR

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