From: Commander, Navy and Marine Corps Public Health Center

Subj: EXTENSION OF FOOD MANAGER AND SAFETY TRAINING CERTIFICATIONS DURING THE COVID-19 PANDEMIC

Ref: (a) TB MED 530/NAVMED P-5010-1/AFMAN 48-147 IP, Tri-Service Food Code
(b) OPNAVINST 4061.4
(c) MCO 4061.1

1. **Purpose.** To provide guidance for expiring food manager and safety training certifications, required per reference (a) - (c), during the COVID-19 pandemic.

2. **Scope and Applicability.** This notice applies to all Navy issued expiring food manager and safety training certifications.

3. **Action.** Due to the restriction of movement of personnel during the COVID-19 pandemic, training is unavailable for renewal. An extension of food manager and safety certifications is authorized. The following temporary solution is provided below for personnel with expiring certifications and continuation of food operations to maintain and safety and well-being of the patrons.

   a. If a facility is currently operating, food service supervisors shall adhere to and ensure the basic principles of food safety, which include, but are not limited to, the Centers for Disease Control and Prevention’s five foodborne illness risk factors:

      (1) Food sources

      (2) Adequate cooking temperatures

      (3) Proper holding/time-temperature

      (4) Cleaning and sanitization of contaminated equipment/cross contamination protection

      (5) Maintaining proper personal hygiene.

   b. In locations where food service managers and employees cannot receive the required training to renew certifications, and to keep training requirements current, certification extensions are authorized until 31 March 2021. Please contact your local Preventive Medicine personnel for further advisement on training and scheduling when it becomes available.
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- Food service training will be reassessed as the COVID-19 issue progresses. For current guidance please refer to: [https://www.med.navy.mil/sites/nmcphc/program-and-policy-support/Pages/Novel-Coronavirus.aspx](https://www.med.navy.mil/sites/nmcphc/program-and-policy-support/Pages/Novel-Coronavirus.aspx).


4. Point of Contact. For questions concerning food safety and training, contact Navy and Marine Corps Public Health Center Food Sanitation and Safety Program office via e-mail at usn.hampton-roads.navmcpubhlthcenpors.list.nmcphc-foodsafetymana@mail.mil.

5. Records Management.

- Records created as a result of this notice, regardless of media or format, must be managed per SECONAVINST 5210.8E and, per SECONAVNOTE 5210 of 29 May 2018, follow the retention and disposition schedules found on the Directives and Records Management Division portal page: [https://portal.seconav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx](https://portal.seconav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx).

- For questions concerning the management of records related to this notice or the records disposition schedules, please contact your local records manager or the NMCPHC Directives Control Point.

6. Cancellation Contingency. This notice is cancelled upon the return to normal operations or April 2021, whichever occurs first.

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Releasability and distribution:
This instruction is cleared for public release and is available electronically only via the NMCPHC Intranet at [http://nmcphc-intranet/Lists/Instructions/AllItems.aspx](http://nmcphc-intranet/Lists/Instructions/AllItems.aspx)