

## Online Safe Food Handling Submission Guide and Declaration

This is non-accredited training accepted only by the C&S Department for short, isolated events. Accredited Level 1 Food Handling is required for extended events such as camp catering.



### Instructions:

1. Go to [dofoodsafely.health.vic.gov.au](http://dofoodsafely.health.vic.gov.au).

Complete each of the seven topics then complete the Assessment.

Once successfully completed you will be emailed a Certificate.

2. Complete a C&S Safe Food Handling Plan (SFH form)

The form must be completed independently and thoroughly to demonstrate your knowledge. Joint submissions will not be accepted. It may be completed for a real or hypothetical event.

Plan attached: download the SFH form here ([umsu.unimelb.edu.au/ buddy-up/clubs/training-resources/Safe-food-handling\(1\).pdf](http://umsu.unimelb.edu.au/buddy-up/clubs/training-resources/Safe-food-handling(1).pdf))

Or Grant Reference (**CSF:** \_\_\_\_\_)

3. Submission checklist:

- Declaration (below)
- SFH Plan
- Certificate

**Name:** \_\_\_\_\_

**Executive Position:** \_\_\_\_\_

**Club Name:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

### Declaration:

I have completed each of the seven information units of the Victorian state government DoFoodSafely course and that the submitted Certificate and Safe Food Handling plan are my own work and have been completed independently.

I declare that I understand Safe Food Handling principles and practices and am prepared to take full responsibility for the supervision and provision of safe food handling at my club's events.

**Signed:** \_\_\_\_\_

Successful completion will be confirmed by email