

Observation tasks and Equipment list

- **Learner/Observer Information**

Complete the Learner/Observer Information form in full.

- **Washing Hands**

Observe and record the learner completing proper handwashing procedures. A **video** must be submitted as evidence.

- **Cleaning**

A range of cleaning tasks must be demonstrated within or around a food preparation area. **Photographic evidence** is required.

- **Setup for Food Preparation**

Prepare ingredients and equipment to make a food item. This can be a simple item like a sandwich or pizza. If you are completing this in a food business, you may choose to prepare a standard menu item. **Photographic evidence** is required.

- **Food Preparation**

Prepare a meal suitable for a customer to consume. **Photographic evidence** of the completed dish is required.

- **Calibrating a Food Temperature Probe**

You must **video** yourself demonstrating this task.

Two support videos are available:

How to calibrate a food probe.

How to simulate the calibration if you do not have a probe.

If simulating, you must clearly explain each step of the process in detail.

- **Clean Up After Service**

Demonstrate to your observer that you can perform various cleaning tasks in a food-safe environment.

Photographic evidence must be provided.

- **Food Safety Duties**

Provide **written responses** demonstrating your understanding of various food safety responsibilities.

Examples include:

How to safely transport frozen goods (e.g. grocery shopping on a hot day).

Safe methods for cooking chicken, including signs to ensure it is fully cooked.

Your responses must be confirmed and dated by your observer.

- **Observer Declaration**

The observer must submit a **video** holding up their ID, so it is clearly visible and make the following declaration:

“My name is (say name), I declare that I meet the requirements to act as an observer and have observed all of the above activities.”

Equipment Required.

No special equipment is required; however you must have suitable and appropriate equipment to complete the menu item set by your observer.

Example – Making a sandwich

- Chopping board
- Spreader knife or butter knife
- Chef’s knife (for slicing ingredients)
- Tongs or food-safe gloves (for handling ingredients)
- Plate or serving tray
- Paper towel or cloth (for cleaning up)
- Food-safe container (if storing sandwich)

Optional:

- Toaster or sandwich press (if toasting)
- Grater (for cheese or vegetables)
- Plastic wrap or lunchbox (for packing)

Example - Making a pizza.

- Rolling pin (if making dough from scratch)
- Mixing bowl (if preparing dough)
- Chopping board
- Chef’s knife (for slicing toppings)
- Spoon or ladle (to spread sauce)
- Grater (for cheese, if not pre-grated)
- Baking tray or pizza stone
- Oven or pizza oven
- Oven mitts or heat-resistant gloves
- Pizza cutter or large knife (for slicing)
- Tongs (optional – for handling hot items)