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## Overview

This standard is about the skills and knowledge needed for you to identify and prioritise organisational risk in a food and drink business.

Disruption to production, process or operation of a food and drink business can occur in a number of ways; identifying and prioritising risk is important in lessening the impact of this disruption on the aims and objectives of a food and drink business.

You will need the skills and knowledge to identify and prioritise organisational risk through experience, knowledge and consultation. You will also need the skills and knowledge to record, report and communicate the results of the process adhering to organisational procedures and requirements.

You will need to know and understand the importance of risk management to the operation of a food and drink business, the threats, problems and events likely to trigger a disruption to the operation of a food and drink business. You will also need to know and understand the tools and techniques used to manage risk in a food and drink business.

This standard is for you if you work in food and drink operations and/or supply operations and are involved in identifying and prioritising risk in a food and drink business.

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## Performance criteria

*You must be able to:*

### **Identify risk in a food and drink business**

1. source the organisational risk management policy including risk criteria for your food and drink business
2. scope the business, area within the business or project where risks will be identified and prioritised
3. identify internal and external sources of information relevant to the identification and prioritisation of risk including colleagues, customers, suppliers, regulatory authorities and other stakeholders
4. carry out consultation to identify the risks associated with the food and drink business or an area or project within the food and drink business in line with the organisation's risk management policy
5. agree the identified risks

### **Prioritise identified risk in a food and drink business**

6. consult with colleagues and stakeholders, using knowledge and prior experience, to help prioritise the identified risks
7. take into account the probability of occurrence and consequences for your organisation to help prioritise the identified risk
8. record the identified and prioritised risks following organisational requirements
9. summarise the identified and prioritised risks and communicate to relevant colleagues
10. evaluate the process of identifying and prioritising risks, including your own contribution to the process and communicate the findings to relevant people

## Knowledge and understanding

*You need to know and understand:*

1. the internal, external, current and future triggers, problems, events and threats associated with risk in a food and drink business
2. the sources of information, knowledge and experience available when identifying and prioritising risk associated with a food and drink business
3. why it is important to consult with colleagues and stakeholders when identifying risk in a food and drink business and how to do this
4. why it is important to follow organisational procedures when identifying and prioritising risk in a food and drink business and how to use them
5. record the identified and prioritised risk and communicate to relevant people
6. the methods of communication available in your food and drink business and why it is important to follow them
7. how to evaluate the process of identifying and prioritising risk in a food and drink business and why it is important to carry this out
8. why it is important to receive feedback on your input into the process and how to do this
9. the internal, external, current and future triggers, problems, events and threats associated with disruption in a food and drink business
10. the different areas of a food and drink business affected by disruption including physical damage to buildings, electronic threats to sales data, intellectual theft of product design, technical failures to production equipment, power disruptions, human error and environmental factors affecting supplies and how these disruptions can be managed
11. the tools and techniques used in the identification and prioritisation of risk in a food and drink business
12. how the identified risks associated with a food and drink business can affect the long and short term success of a food and drink business including impact on sales, production output and reputation
13. how to determine which triggers, threats and problems have the greatest impact on a food and drink business
14. why it is important to engage colleagues in risk identification and

management across a food and drink business and how to ensure this occurs

15. the sources of knowledge, experience and information available to aid risk management in a food and drink business
16. the importance of an organisational risk management policy and contingency plans for a food and drink business and how this can be developed and managed

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**Relevant Occupations** Associate professionals and technical oc; Administration; Business Management

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**Suite** Food Business Strategic Leadership

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