

## Maintain site security in food and drink operations

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### Overview

This standard is about skills and knowledge required to maintain site security from the perspective of ensuring that food safety and integrity is maintained. This includes monitoring security processes and systems within your area of responsibility and challenging individuals who do not hold authorisation to be onsite. The standard also reflects the processes required to record and, where necessary, escalate the report of the potential security breach to senior management.

This standard covers the risk of deliberate malicious contamination by any unauthorised person gaining access to a site, including members of staff or authorised visitors deliberately adding something to the product/process with intention of causing harm. Controls would include food defence awareness training for all staff, reviewing site security plans, access points, limiting access to critical parts of the process and using CCTV to monitor key areas.

You will need to be able to identify potential security risks and implement action to respond to them to check that food safety is maintained.

This standard is for you if you work in food and drink manufacturing operations or animal feed operations and your job requires you to monitor key manufacturing processes.

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**Performance criteria**

*You must be able to:*

Monitor security measures

1. identify the security measures in place within the organisation

2.

assess the immediate condition of security measures

3. inform staff when security measures may require maintenance or replacement in accordance with organisational procedures

4.

monitor the production process to check that working practices do not present an opportunity for theft or deliberate malicious contamination by any unauthorised person or employee in accordance with organisational procedures

Respond to identified security risks

5. challenge unidentified personnel who do not appear to have security clearance to be on site in accordance with organisational requirements

6.

report identified breaches in security to the relevant people in accordance with organisational procedures

7. complete all documentation in accordance with organisational procedures

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**Knowledge and understanding**

*You need to know and understand:*

1. the importance of maintaining site security
2. the food safety risk that breaches in site security may present
3. the differing responsibilities held by different staff members for maintaining site security
4. the organisational procedures in place to check that visitors are screened and given approval to access the site
5. how to challenge unidentified personnel in a professional manner
6. the procedures to protect food at risk when security breaches are identified
7. who to report suspected security breaches to
8. where potential security breaches should be recorded

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