

## CTSI Professional Competency in Food

An introduction to the Professional Competency in Food.

### Qualification Description

This competency will provide you with an understanding and knowledge of all the legal requirements in relation to Food Standards including formal sampling, their application to food to enable you to carry out food duties. You will also learn how food affects health and well-being. This qualification is mapped to the FSA Competency Framework.

### What to expect

The course will be taught in line with the learning outcomes. It is also expected that you will undertake your own learning, by ensuring you are familiar with all areas shown in the course syllabi.

The course will use different learning delivery methods. There will be a total of four classroom-based days\* with the trainer delivering face to face tuition, on completion of the tuition there will be an oral exam with the trainer to assess the learner's knowledge. In addition to this, there will be access to an on-line portal that provides you with on-going detailed course notes and inter block assessments plus remote sessions, with the trainer and other trainees.

Additionally, the trainer may choose to provide, via the on-line portal, videos or other learning materials, as they deem necessary; these additional learning materials will be provided throughout the duration of the course.

You are expected to complete all assessments/assignments, as notified to you, by your trainer. You will upload them for marking, by the designated deadlines.

### Assessments

To gain the qualification, not only is it expected that you will attend the virtual training (both distance learning and contact days), but you will also complete the following:

**Multiple-Choice Exam:** You will register for and complete the associated on-line multi-choice exam and demonstrate the knowledge requirements for this subject with 30 questions to be answered. Please note you will only receive a 'pass' or 'fail' and no mark will be given. You will have 1 hour to complete. Once started, this assessment must be completed.

**Oral exam:** This exam supports the on-line examination. The exam will follow the contact day training when you answer specific questions asked by the examiner. Answers will be marked against set criteria. You may not take the Oral examination until you have completed the contact days. You will have 30 minutes to complete.

**3000 Word Case Study:** You will complete a 3000-word case study once the subject area is agreed with the examiner to demonstrate the skills requirement for this subject. This case study will be submitted 3 months (12 weeks) later after your Oral assessment. You will be provided the specific date in advance. Your case study proposal will be reviewed with you, after your oral assessment.

## Classification of Marks:

All examinations are marked out of 100% and with a pass mark of 60% across all areas.

All effort should be made to gain the highest mark possible throughout the examining process.

## Qualification regulations and policies

All forms of assessment fall within strict regulations and you must ensure you understand and adhere to all regulation requirements. The regulations that cover all aspects of the qualification, can be found on our website:

[Link to regulations](#)

Please ensure you are familiar with all aspects within the regulations, taking notice of any area relating to examinations, case studies and deadlines.

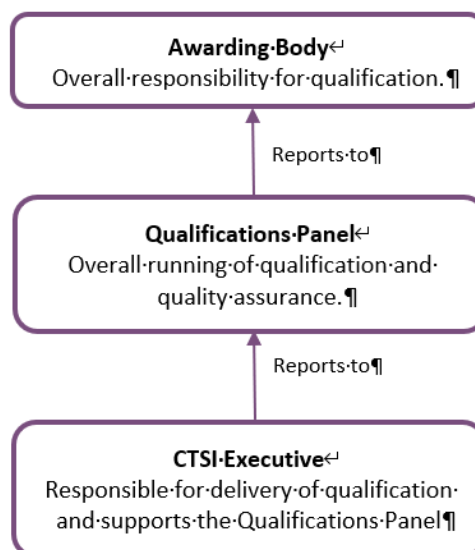
CTSI will publish announcements surrounding the professional qualification from time to time. These are found here:

[Link to announcements](#)

It is important that you are aware of any notifications provided by CTSI throughout the period you are undertaking this qualification.

## Governance

For more detailed information on the governance of the professional qualification, you will find this within the regulations. Below outlines the governance structure approved by CTSI Council.



## Syllabus

NOTE: The legislation outlined in this syllabus is not an exhaustive list. Candidates will be required to answer questions in accordance with this syllabus.

The examiners may expect candidates to show knowledge of legislation, which is in existence but not in force, (i.e. Acts which have not finally been enacted, or Regulations which have not reached their commencement date) if it is directly and significantly relevant to the subject-matter of the examination.

### Learning Outcomes:

The competence for this professional qualification is the demonstration of knowledge and understanding of:

The competence for this module is the demonstration of knowledge and understanding of:

1. The rationale behind regulatory controls and the legal framework in respect of food and food products in the UK and EU.
2. The law relating to the import, export, composition, labelling and advertising of food and food products sold for human consumption.
3. The responsibilities and liabilities of food producers, manufacturers, distributors, retailers, importers, primary producers and suppliers of food and food products.
4. The diligence requirements of food producers, manufacturers, distributors, retailers, importers, primary producers and suppliers of food and food products.
5. A basic knowledge of food hygiene and microbiology in order to effectively undertake inspections at food premises and take food samples without contamination.
6. The range, extent and limitations of enforcement powers under relevant legislation.
7. The roles of relevant enforcement agencies and their inter-relationships with Local Authorities.
8. The Food Law Code of Practice and Food Law Practice Guidance.
9. Practical enforcement – interventions, investigations, issuing enforcement notices including Improvement and Compliance Notices and alternative enforcement strategies.

### Indicative areas of study

1. The application of legal principles relating to food and food products.
  2. Analysis and application of relevant offences and sanctions available.
  3. The controls on food safety, traceability, presentation, withdrawal, recall, notification and operating standards of businesses throughout the food chain from primary production to the placing of food on the market and the feeding of food-producing animal laid down in 178/2002 and EC Regulations 852/2004
  4. The official food control regulations EU 2017/625.
  5. The critical analysis of food labels and their contents.
  6. The range, extent and limitations of enforcement powers under relevant legislation.
  7. Statutory defences and the application of relevant case law.
  8. The practical application of the Food Law Code of Practice and Practice Guidance including assurance schemes and earned recognition.
  9. Sampling techniques and issues relating to identifying samples and determining when and how a sample can be taken.
  10. The roles and powers of central and local government in ensuring that food is correctly labelled.
  11. The role and duties of the public analyst and the government chemist.
  12. Issues of difficulty and controversy in food labelling law and its enforcement.
  13. Practical enforcement – interventions, investigations and issuing enforcement notices.
  14. The Public Health Agenda and how it impacts on the work of Regulatory Services.
  15. The role of Home Authorities and Primary Authorities in food law enforcement.
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The following terms have been used to indicate the level of knowledge required in each element.

**Detailed:** To an in-depth level, and with a fine degree of distinction between concepts.

**Working:** With the ability to apply the learning to situations to resolve issues.

**Basic:** Having an awareness of the organisations and concepts

Assessments will reflect the requisite level of knowledge in each given area of the syllabus.

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## Syllabus:

### Detailed knowledge of:

- The distinction between civil enforcement and criminal enforcement, including purposes and burdens of proof.
- The Food Safety Act 1990
- Controls on the import and export of food in relation to food standards and labelling
- The Food Information Regulations 2014 and EU Regulation 1169/2011 on the provision of food information to consumers; including enforcement.
- Legislative controls on nutrition and health claims, and EC 1924/2006.
- Legislation relating to food standards, composition and labelling of food.
- Food sampling legislation.
- The rules relating to the laws of evidence and procedure which are relevant to investigations of regulatory offences and breaches.
- The controls on food safety, traceability, presentation, withdrawal, recall, notification in EC Regulation 178/2002 and procedures in matters of food safety implemented by the General Food Regulations 2004 and The Food Safety and Hygiene Regulations 2013
- Legislative requirements on the use and labelling of genetically modified food.

### Working knowledge of:

- The FSA Early Warning System (EWS) for Imported Food and Feed.
- The requirements of EU Regulation 2017/625 on official feed and food controls as it applies to the delivery by officers of official controls.
- The legislative controls on contaminants in food.
- The legislative controls on additives.
- The Food Standards Act 1999.
- The legislative controls on food contact materials.
- The controls on food safety and in particular the operating standards of food businesses at the level of primary production laid down in EC Regulation 853/2004 Annex I, including the transport, storage and handling of primary products at the place of production and the transport of live animals, implemented by the Food Hygiene (Scotland) Regulations 2006, the Food Hygiene (Wales) Regulations 2006 and the Food Safety and Hygiene (England) Regulations 2013 and applicable enforcement powers.

### Basic knowledge of:

- Food and Environmental Protection Act 1985 – Part I.

## General

### Detailed knowledge of:

- The application of appropriate control measures, including powers and enforcement sanctions when undertaking food interventions, particularly inspection and audit of food businesses.
- The methods of sampling and overview of the types of analysis available for the official control of food including: preparation, storage and transportation of samples; safe working practices; appropriate equipment; the role of the agricultural analyst and government chemist; the nature of analytical constituents and undesirable substances to be tested for, their distribution within food and the different approaches to sampling required.
- The Food Law Enforcement Code of Practice and Practice Guidance.
- The role of Primary Authorities in so far as it relates to enforcing authorities.

### Working knowledge of:

- Requirements for the authorisation, use and labelling of additives in food, including the authorisation procedure, categories and functional groups of additives, and enforcement notices.
- The contribution regulatory food standards work can make to the health and well-being agenda.
- Relevant industry codes of practice and guidance.
- The role of the Food Standards Agency, Defra and other relevant agencies in food enforcement.
- Assessment of quality assurance systems.
- Government policy, guidance, reports, practice and papers relevant to this subject area.
- The role of the FSA Food Crime Unit and the detection of food fraud.

### Basic knowledge of:

- The technology of food production and production techniques.
- Nutritional aspects of the major food categories.
- The function and effect of additives.
- The Framework Agreement on Local Authority Food Law Enforcement.
- Assessment of quality management systems including food safety management systems and basic recognition of HACCP.