



Facility Name: _____

Department: _____

Policy No: _____

STANDARD OPERATING PROCEDURE

Certified Food Protection Manager

Policy: Food Code 2009 with 2011 Supplement requires at least one foodservice employee with management and supervisory responsibility be a Certified Food Protection Manager (CFPM). The CFPM does not need to be on site during all hours of operation.

Procedure: Criteria for a CFPM are the following:

1. Can identify day-to-day hazards in a foodservice operation
2. Develops or implements specific policies, procedures, or standard aimed at preventing foodborne illness
3. Coordinates training, supervision, or direction of food preparation activities, implements corrective action as needed to protect health of students and staff
4. Conducts periodic in-house self-inspections of daily operations to verify all policies and procedures concerning food safety are being followed.

Guidance:

1. After January 2014, any new foodservice operation must have a CFPM on staff within six months of opening.
2. Older establishments which have received a violation which could contribute to foodborne illness must have a CFPM on staff within six months of receiving the violation.
3. Older establishments with no violations which could contribute to foodborne illness must have a CFPM on staff by January 1, 2018.
4. Check with your local health inspector to determine schedule for your operation.

Training:

1. The Conference on Food Protection has identified programs that meet the CFPM designation.
2. Food safety training to become a CFPM are available from several organizations Iowa State University Extension and Outreach partners with the Iowa Restaurant Association to offer the National Restaurant Association's ServSafe® Program. This certification is good for five years. Some foodservice distribution company offer the training for their customers.

The restaurant manager will ensure this requirement is met.

1. Monitor to ensure food safety policies and procedures are followed.
2. Provide food safety training for the certified food protection manager.

Policy last revised on: _____