

24 March 2022

Approval no: 34201

Australian Salesmasters Training Co. Pty Ltd
PO Box 638
ROSEBERY NSW 1445

Dear Sir/Madam,

Approval to issue NSW Food Safety Supervisor certificates

The purpose of this letter is to advise that your application to become an approved training organisation for the purposes of issuing Food Safety Supervisor certificates (FSS certificates) under s106H of the *Food Act 2003* has been approved. Listed below are the conditions that relate to this approval.

In accordance with Clause 24 of the Food Regulation 2015, the NSW Food Authority agrees to the person(s) listed in Attachment A to conduct training for the purposes of issuing Food Safety Supervisor certificates.

As an approved training organisation, you must:

- a) comply with the requirements of the Food Act 2003 and Food Regulation 2015 as they apply to the Food Safety Supervisor program
- b) comply with the RTO approval criteria as it applies to the Food Safety Supervisor program
- c) conduct Food Safety Supervisor training for the purposes of issuing Food Safety Supervisor certificates only with trainers agreed to by the Food Authority in writing
- d) notify the NSW Food Authority in writing of any change to
 - i. contact details
 - ii. ownership of your registered training organisation
 - iii. the scope of registration as a training organization (for FSS related units)
 - iv. trainers (including proposals to add new trainers and/or removal of current trainers)
 - v. method of delivery of the required units of competency
- e) not use recognition of prior learning (RPL) for the purposes of issuing a Food Safety Supervisor certificate, unless it is applied for the purposes of re-certifying a person that currently holds an FSS certificate issued within the immediately preceding period of five years.
- f) not issue a Food Safety Supervisor certificate for circumstances under which the Food Authority may issue a Food Safety Supervisor certificate (as published on the Food Authority's website)
- g) use the Food Authority's SmartForm system to issue Food Safety Supervisor certificates to competent students
- h) issue the Food Safety Supervisor certificate within ten working days of assessing the students as competent for the prescribed Food Safety Supervisor units
- i) not subcontract any training conducted for the purposes of issuing a Food Safety Supervisor certificate to any non-approved RTO, or to a trainer that has not been accepted for your RTO by the Food Authority

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- j) in compliance with privacy laws, notify enrolling students that personal information will be provided to the Food Authority
- k) limit class sizes to 30 students where face to face delivery of training for the purposes of issuing Food Safety Supervisor certificates is conducted
- l) store blank FSS certificate stationery provided by the Food Authority in a secure location
- m) pay any amount due to the Food Authority under the Food Act 2003 by the specified time
- n) not produce training or advertising material that inaccurately represents the requirements of the Food Act 2003 and Food Regulation 2015
 - i. use any resource / material / information required by the Food Authority, in training conducted for the purposes of issuing a Food Safety Supervisor certificate. This includes compliance with any prescribed focus areas identified by the Food Authority as prerequisites to the issue of a Food Safety Supervisor certificate.
- o) the Food Authority may conduct evaluations of RTO performance for quality assurance purposes. This may include 1) attendance of Food Authority staff at one or more training sessions conducted by your organisation and/or 2) requests for training and assessment materials.
- p) the Food Authority may refer complaints, information and related material to the Australian Skills Quality Authority or any other person or body the Food Authority considers having a legitimate interest in receiving it

Your approval remains in force until 26 March 2023 unless revoked, cancelled or suspended.

In order to retain your approval you must comply with these conditions. The Authority will be maintaining and publishing a list of approved training organisations. Your organisation will be added to this list, which can be found on the Authority's website.

Should you have any queries concerning the above matter please contact the NSW Food Authority's helpline on 1300 552 406.

Yours sincerely,



David Cusack
Manager, Food Standards and Programs
Delegate of Chief Executive Officer

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Attachment A - Accepted trainers

The NSW Food Authority agrees to the person(s) listed below to conduct training for the purposes of issuing Food Safety Supervisor certificates:

Hassan Abdel Sater date of acceptance 11 November 2021

Robert Katrib date of acceptance 06 April 2020