higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

INTRODUCTORY HYGIENE AND SAFETY N4

27 NOVEMBER 2019

This marking guideline consists of 7 pages.

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SECTION A

QUESTION 1

1.1	1.1.1	D		
	1.1.2	C		
	1.1.3	C		
	1.1.4	D		
	1.1.5	B		
	1.1.6	B		
	1.1.7	C		
	1.1.8	B		
	1.1.9	C		
	1.1.10	C		
			(10 × 1)	(10)
1.2	1.2.1	D		
	1.2.2	A		
	1.2.3	J		
	1.2.4	A		
	1.2.5	B		
	1.2.6	J		
	1.2.7	A		
	1.2.8	J		
	1.2.9	C		
	1.2.10	I		
			(10 × 1)	(10)
1.3	1.3.1	False		
	1.3.2	False		
	1.3.3	False		
	1.3.4	False		
	1.3.5	False		
	1.3.6	False		
	1.3.7	True		
	1.3.8	False		
	1.3.9	False		
	1.3.10	True		
			(10 × 2)	(20)

1.4 1.4.1 Removes a variety of stains.

1.4.2 Are chemicals used for cleaning equipment also used for the preparation of food?

1.4.3 Food need to be preserved to stop deterioration and keep the food in an edible condition.

1.4.4 When uncontaminated food comes in contact with contaminated food it also becomes contaminated.

1.4.5 Chemical changes which occur naturally e.g. loss of moisture and enzymatic reactions.

(5 × 2) (10)
[50]

TOTAL SECTION A: 50

SECTION B

QUESTION 2

2.1 Temperature ranging between 10 °C and 60 °C increase the growth rate of bacteria: yeast and moulds. Temperature above 70 °C will destroy some micro-organisms. Boiling kills most bacteria, but not spores from micro-organism that form under negative conditions. Heating to 150 °C for 1 hour kills all bacteria.

Thermophiles are micro-organisms that grow at high temperatures – 45–65 °C. Psychrophiles are micro-organisms that grow at cool temperatures – 10–15 °C. The optimal temperature for the growth of the largest group of mesophiles is 37 °C. (6)

2.2
- Keep the house and its surroundings as clean as possible.
- Do not leave food lying around and clean up dirt immediately.
- Cover all food.
- Close-fitting lids should be cleaned regularly with disinfectant.
- Wet refuse, such as fruit and vegetables peels, should be wrapped in a newspaper before being thrown into the refuse bin.
- Rats, mice, bugs and cockroaches use dark, dirty cupboards and storerooms as breeding places. Avoid stacking newspaper and magazines.
- Regularly clean all areas and do not store dirty or damp articles as it will attract clothes moths and fish moths. (5 × 2) (10)

2.3
- Spit easily transfers to the fingers when a cigarette is handled.
- Spit, that may harbor the harmful bacteria, is then passed on to the food.
- Smoking encourages sneezing and coughing.
- Cigarette butts and ash may also drop into the food and cross-contamination can take place. (4)

2.4
- Clothes must not irritate the skin as a result of colour substances.
- It must be in light colour, preferably white.
- White is poor conductor of heat and it is cool to wear in summer.
- Easy to see when white clothing is soiled. (4 × 2) (8)

2.5
- Do not cough, sneeze or smoke over food.
- Never lick your fingers.
- Never scratch or rub the head or any other part of the body.
- Never chew gum.
- Don't blow over food or utensils.
- Do not bite your nails.
- Never wipe or dry hands on a dirty, slightly soaked apron or cloth.
- Handkerchiefs may carry infection – rather use tissues that are easily disposable.
- Never wear a soiled apron or overalls. (10)

2.6 2.6.1
- Hair must be kept clean and free from dandruff.
- Hair must be kept clean and out of the face.
- If hair extends over the collar of the overall, it should be tied back when working with food.
- Beards must be trimmed and covered with a beard net.
- Wear appropriate head dress.
- Hair may only be combed in the cloakroom. (6)

2.6.2
- Shower or bath at least once a day.
- Use a mild soap and a coarse face cloth.
- Apply a deodorant to the armpits, but not immediately after shaving.
- Keep arms, elbows, shoulders and legs smooth, by applying suitable body lotion. (4)

2.7
- Good personal hygiene makes it possible for people to be healthy so that they may perform their duties more effectively and efficiently.
- It helps to prevent the spread of disease in food service establishments. (2)

[50]

QUESTION 3

3.1 3.1.1
- Select food from suppliers that maintain high standards of hygiene
- Cook and eat food on the same day
- Avoid partial cooking
- Use clean utensils
- Disinfect raw food
- Cover food
- Cool and heat food in the correct manner
- Follow correct thawing method (8)

3.1.2
- Wash hands frequently
- Care for skin/hair/feet/teeth and hands
- Wear clean clothes
- Develop/follow hygienic habits
- Do regular medical check-ups (4)

3.2 3.2.1 Natural poison is present in foods e.g. certain mushrooms.

3.2.2 Toxin in food is produced by mould e.g. staphylococcus and clostridium botulinum.

3.2.3 Mycotoxin is a toxin produced by mould e.g. a flatoxins.

(3 × 3) (9)

3.3
- Chemical food spoilage
- Spontaneous food spoilage
- Physical food spoilage (3)

3.4 3.4.1
- Nails must be cut short and kept clean.
- No nail polish should be worn. (2)

3.4.2
- Do not cough, sneeze or smoke over food.
- Never lick your fingers.
- Never scratch or rub parts of the body.
- Never chew gum.
- Don't blow over food.
- Do bite your nails.
- Never wipe or dry hands on a dirty or slightly soaked apron.
- Never taste food with the same utensils used for stirring.

(Any 8 × 1) (8)

3.4.3
- If you go barefoot in public places, wash your feet afterwards.
- Wash and thoroughly dry your feet every day.
- Wear clean socks and change them every day.
- Keep shoes clean – on the inside and the outside.
- Rotate pairs of shoes to give shoes a chance to dry out. (5)

3.5
- Wash hands frequently before and during food preparation.
- All utensils, cloths and surfaces should be thoroughly clean.
- Avoid partial cooking.
- Separate raw and cooked food.
- Refrigerate cooked food.
- Wash all fruit and raw vegetables.
- No wooden work tops or utensils.
- Food must be covered. (Any 5 × 1) (5)

3.6
- Protective
- Washable
- Suitable colour
- Light in weight
- Well fitted
- Strong
- Absorbent (Any 6 × 1) (6)

[50]

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QUESTION4

4.1
- Most accidents can be prevented if the employees develop practical and safe habits.
- The level of lighting, ventilation, heating and noise must be acceptable.
- Lights should be sufficient without producing glare.
- Poor ventilation makes working conditions difficult and can lead to tiredness and headaches.
- Walls and floors should be made of materials which are hard wearing and easy to clean.
- The exit must be clearly marked.
- The equipment should be properly maintained.
- Emergency equipment must be easily and quickly available. (Any 5 × 2) (10)

4.2
- Accidents should be reported to the employer and recorded into the accident book.
- Any accident causing death or major injury to an employee must be reported by the employer to the environmental health department.
- Accidents including dangerous equipment must also be reported even if no one is injured.
- Every food service unit has its own set of rules for reporting accidents to the employer.
- Get eye witness reports. (7)

4.3
- Room must be well ventilated.
- Never turn on gas and then start for searching for a match.
- Open the windows and shut off the main supply if there is a gas leak.
- Do not use gas burners near flammable objects, e.g. curtains.
- Be careful of draughts that may blow out the flame and leave the gas leaking into the air.
- Burners and pilot lights should be checked frequently.
- Turn off the gas and wait a few minutes before relighting. (7)

4.4 4.4.1
- Handle causality with care.
- Keep the person comfortable.
- Lay him down with his feet raised 20 cm.
- Wipe his face, moisten his lips and comfort him.
- Cover him with a blanket. (Any 4 × 1) (4)

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4.4.2
- An unconscious breathing person should be placed in the recovery position.
- Loosen tight clothing at the neck and waist.
- Ensure that his airway is open.
- Make the person comfortable until consciousness returns.
- Give him some fresh air to inhale. (5)

4.5
- To preserve life
- To prevent further injuries
- To promote recovery (3)

4.6
- Do not use any equipment unless you completely understand it.
- Don't touch or move any foodstuffs from a running machine.
- All safety devices must be in place before operating.
- Unplug electrical equipment before cleaning it.
- The machine should be in correct working order before use.
- The controls of the machine should be operated by the person using the machine.
- Machine attachments should be correctly assembled and only the correct tools used to force through mincers.
- When using mixing machines, keep hands out of the bowl until it has stopped revolving. (Any 7 × 1) (7)

4.7
- Use dry thick pads to handle hot pans.
- Keep pan handles out of the walking way.
- Get help when moving heavy containers filled with hot water.
- Open lids away from yourself to let steam escape safely.
- When walking with hot pans warn people.
- Wear long sleeved jackets to give you adequate protection.
- Trays containing hot liquid should be handled carefully.
- Frying needs careful attention.
- Be careful when opening steamers.
- Overalls must fit properly, sloppy clothing can catch fire. (Any 7 × 1) (7)

[50]

TOTAL SECTION B: 150
TOTAL: 200

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