

# Informational Bulletin:

## Requirements for Certified Food Protection Manager Certificate



### ***Who is Required to Have a Certified Food Protection Manager Certificate?***

Since January 1, 2000, all existing food facilities (i.e., food establishments, mobile food facilities, and commissaries) that handle unpackaged food, are required to have at least one (1) owner or employee who has successfully passed one of the approved and accredited food safety certification examinations. Newly constructed unpackaged food facilities, or food facilities that no longer have a certified person or have undergone a change of ownership must have a certified individual within sixty (60) days.

Food facilities operated by a school district, county office of education or a community college district are not exempt from the certification requirements unless they elect to be regulated by an existing Food Safety Program operated by the city or county in which they are located. Because the County of Orange does not have an existing Food Safety Program, school districts, county offices of education or community college districts located within the County of Orange are not exempt from the certification requirements.

Food facilities which handle only unpackaged, non-potentially hazardous foods may be exempt from the certification requirement if they can adequately demonstrate to the enforcement officer that the employees of the food facility have knowledge of the food safety principles as they relate to the specific food operation.

### ***What is the Certified Person's Responsibility?***

The certified person is responsible for the instruction of all employees at the facility who handle, or have responsibility for handling unpackaged food, to ensure that they have sufficient knowledge regarding the safe preparation and service of food. The certified person may tailor food safety instruction to be relevant to the employee's specific duties.

A certified person may not serve as the person to be certified at more than one food facility. However, multiple connecting food facilities within the same site and under the same management, ownership, or control, are considered to be one (1) food facility (e.g., hotels with bars, coffee shops or snack bars within the same site). Additionally, the certified person does not need to be present at the food facility during all hours of operation.

### ***How Do You Stay In Compliance?***

The original food safety certificate must be retained on file at the food facility at all times, and be made available for inspection by a representative of Environmental Health. The certificate expires

five (5) years from the date of original issuance. Certified individuals must be recertified every five years by passing one of the approved and accredited food safety certification examinations. Replacement or duplicate certificates must have an expiration date the same as the original certificate.

The following food safety certification examinations are currently approved as meeting the requirements:

**1. *The ServSafe Serving Safe Food Certification Examination***

National Restaurant Association  
175 West Jackson Blvd Suite 1500  
Chicago, Illinois 60604-2702  
(800) 765-2122  
[www.nraef.org](http://www.nraef.org)

California Restaurant Association  
621 Capitol Mall Ste. 2000  
Sacramento, California 95814  
(800) 765-4842  
<http://www.calrest.org/go/CRA/>

**2. *Prometric* [www.prometric.com/foodsafety](http://www.prometric.com/foodsafety)**

1501 S. Clinton St.  
Baltimore, MD 21224 (800) 624-2736

**3. *Professional Testing, Inc.* [www.nrfsp.com](http://www.nrfsp.com)**

National Registry of Food Safety Professional  
5728 Major Blvd, Suite 750  
Orlando, Florida 32819  
(407) 352-3830 (800) 446-0257 FAX (407) 352-3603

**4. *360training.com, Inc.* [www.learn2serve.com/california-food-safety-certification](http://www.learn2serve.com/california-food-safety-certification)**

13801 Burnet Rd., Suite 100  
Austin, Texas 78727 (888)-360-8764

**5. *AboveTraining/StateFoodSafety.com.* [www.statefoodsafety.com](http://www.statefoodsafety.com)**

507 E Technology Ave, Bldg C, Suite 3100  
Orem, UT 84097

For more information on accredited food programs please refer to the following website:

<https://www.ansica.org/wwwversion2/outside/ALLdirectoryListing.asp?menuID=8&prqID=8&status=4>

The examinations are very comprehensive and it is highly recommended that a certification training course be taken prior to the examination. If you have any questions regarding the requirements for food safety certification, please contact your Environmental Health Specialist at (714) 433-6000.