

Training Module:

Kursus Pengendalian Makanan



(Food Handling Class)



Certified Training Provider Since 2009.
SLPM Code: A/B/025



**WE SET THE
STANDARD**

**...OTHERS
FOLLOW**

We always take care to ensure we comply with global standards. This also means ensuring consistent compliance with our principle, which is the basis of all we do

ABOUT US



Everything we do is driven by our purpose to change the way world experiences.

Since 2009, our mission is to develop the country's halal industry by providing Halal and Food Safety Training & Guidance to the local food producer mainly Micro & Small scale enterprise.

TAKE THE RIGHT SOLUTION FOR YOUR BUSINESS



TRAINING COURSES

- Halal Related Training
- Food Safety Related (GMP, HACCP)
- Food Handling Course (MOH)

SERVICES

- Halal Management Consultant
- MeSTI Certification Consultant
- GMP Certification Consultant
- HACCP Certification Consultant
- Compliance Audit

POWERED BY:



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WEBSITE





KEMENTERIAN KESIHATAN MALAYSIA
MINISTRY OF HEALTH MALAYSIA

KURSUS LATIHAN PENGENDALI MAKANAN (FOOD HANDLER COURSE)



KANDUNGAN KURSUS (COURSE CONTENT)

Merangkumi 4 seksyen iaitu (Comprising 4 section):

- Pengenalan (Introduction)
- Kebersihan Makanan (Food Hygiene)
- Keselamatan Makanan (Food Safety)
- Faktor - Faktor Kritikal Keracunan Makanan (Critical Factor of Food Poisoning)

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SEKSYEN 1 (SECTION 1) : PENGENALAN (INTRODUCTION)

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SYARAT KURSUS (COURSE REQUIREMENT)



SLPM diiktiraf KKM
(FHTC certified by MOH)



Yuran : RM 50.00
(Fee: RM50.00)
(Administration fee: RM10)



Tempoh : 3 jam
(Duration: 3 hours)



Tenaga Pengajar diiktiraf KKM
(Instructor certified by MOH)



Peserta : 30 orang
(Participant: 30 Pax)

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Sebarang pertanyaan/aduan sila hubungi:
(For enquiries, please contact):

BAHAGIAN KESELAMATAN DAN KUALITI MAKANAN
Kementerian Kesihatan Malaysia, Aras 3, Blok E7, Parcel E,
Pusat Pentadbiran Kerajaan Persekutuan, 62590 Putrajaya.
Tel. : 03-8883 3888 E-mail: fsq-division@moh.gov.my

AL-BARAKAH TRAINING CENTRE PLT (LLP-0005932LGN)
5B, PUSAT PERDAGANGAN SURI PUTERI, JALAN SINGA F20/F,
SEKSYEN 20, 40300 SHAH ALAM, SELANGOR DARUL EHSAN
HOTLINE: 017-328-4947 / 017-647-9247 / 013-319-4447
EMAIL: frontdesk@al-barakah.com.my
LAMAM WEB: WWW.AL-BARAKAH.COM.MY

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KUASA PERUNDANGAN (LEGISLATIVE POWER)

- Akta Makanan 1983 (Food Act 1983)
- Peraturan-Peraturan Makanan 1985 (Food Regulations 1985)
- Peraturan-Peraturan Kebersihan Makanan 2009 (Food Hygiene Regulations 2009)
- Akta Kawalan Penyakit 1988 (Control of Infectious Diseases Act 1988)



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KEPENTINGAN KEBERSIHAN DAN KESELAMATAN MAKANAN (IMPORTANCE OF FOOD HYGIENE AND SAFETY)



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KESIMPULAN TOPIK (TOPIC CONCLUSION)

Di akhir topik ini, pengendali makanan (By the end of this topic, food handlers will be able to) :

1. Boleh menjelaskan betapa pentingnya latihan pengendali makanan (Explain the importance of food handler training)
2. Memahami kebaikan latihan pengendali makanan (Explain the importance of food handler training)

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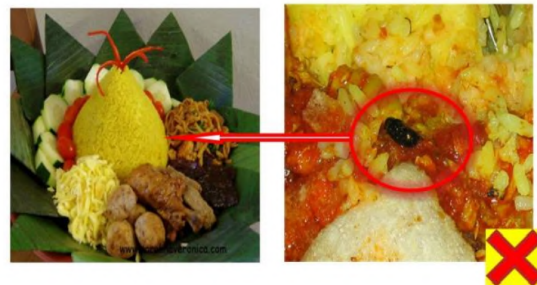
SEKSYEN 2 (SECTION 2):

KEBERSIHAN MAKANAN (FOOD HYGIENE)

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KEBERSIHAN MAKANAN (FOOD HYGIENE)



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KESIHATAN DIRI (PERSONAL HEALTH)



Pemeriksaan Kesihatan
(Health Check)



Suntikan anti-tifoid
(Anti-Typhoid Vaccination)

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SAKIT/CEDERA ILLNESS/INJURY



Sakit
(Feeling ill)



Mendapatkan Rawatan
(Seek treatment)



Luka
(Wound)



Pembalut Kalis Air
(Waterproof plaster)

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FIZIKAL (PHYSICAL)



Mandi (Bath)



Kuku pendek dan bersih
(Short and clean fingernails)



Memakai aksesori
(Wearing jewellery)



Kuku panjang dan diwarnakan
(Long and varnished fingernails)

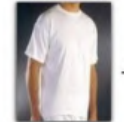
Pakaian (Attire)



Penutup Kepala
(Head Cover)



Topi (Caps)



Pakaian Bersih
(Clean Clothing)



Apron (Apron)



Kasut
(Foot wear)



Sarung Tangan
(Gloves)



KESALAHAN!! (OFFENCES!!)



Tidak Memakai
Penutup Kepala
(Not Wearing A
Head Cover)

Pemakaian Penutup
Kepala yang tidak
kemas
(Improper Wearing of Head
Cover)

Apron
Kotor (Dirty
Apron)

Selipar
(Slippers)



Sakit-
Selsema
(Sick - Flu)

Merokok
(Smoking)

Aksesori
(Jewelry)

AMALAN BURUK PENGENDALI MAKANAN (BAD FOOD HANDLING PRACTICES)



Merasa makanan dengan
tangan (Tasting by dipper
finger)



Merokok (Smoking)



Menggaru (Scratching)



Menyentuh Makanan dengan
tangan (Touching food with bare
hand)



Mengorek hidung dengan
tangan (Clearing nostril with finger)



Batuk kearah makanan
(Coughing over food)

AMALAN BAIK PENGENDALI MAKANAN (GOOD FOOD HANDLING PRACTICES)



Memakai sarung tangan
(Wearing gloves)



Menggunakan penyepit
(Using tong)



Mencuci peralatan di sinki
(Washing utensil in the sink)



Mencuci tangan
(Washing hand)

Bakteria apakah yang tedapat di tangan anda? (WHAT GERMS ARE ON YOUR HAND)



7 STEPS TO PROPER WASHING OF HANDS

- 1 • Wash hands with sufficient amount of soap
- 2 Scrub the palms
- 3 Scrub each finger and between fingers
- 4 Use fingernails to scrub palms
- 5 Scrub the backs of hands
- 6 Rinse hands completely under running water
- 7 Dry hands with clean towel or tissue

PERALATAN BERSIH DAN SEMPURNA (EQUIPMENT WHICH IS CLEAN AND IN GOOD CONDITION)



PERALATAN YANG TIDAK SESUAI (INAPPROPRIATE UTENSILS)



Patah (Broken)

Peralatan Kayu (Wood Utensil)

Berkarat (Rusty)

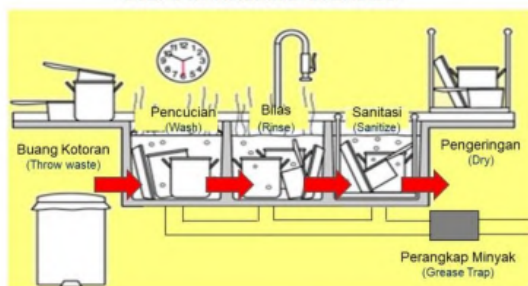
PENGUNAAN PERALATAN (USE OF UTENSILS)



Berasingan (Separate)

Tidak Berasingan (Not Separate)

LANGKAH PENCUCIAN PERALATAN (STEPS IN WASHING UTENSILS)



Perangkap Minyak (Grease Trap)



All of the baffles of a **grease trap** should be scrubbed, and the drainage lines should be scoured to remove accumulated **grease**. Efficiency will be lost if a **grease trap** is not **cleaned** regularly.
(Perangkap minyak perlu di cuci bersih bagi membuang kesan kotoran gris/ minyak)

Amalan Pencucian (Washing Practice)



Pencucian di tempat yang
sesuai
(Washing at a proper place)



Pencucian diatas lantai
(Washing on the floor)

Premis Bersih (Clean Premise)

Siling
(ceiling)



Dinding
(wall)

Lantai
(Floor)

PREMIS KOTOR (DIRTY PREMISE)



Kemudahan Asas (Basic Facilities)



Tandas yang bersih (Clean Toilet)



Sistem saliran yang bersih (Clean
Drainage system)



Sinki yang bersih (Clean wash
basin)

KEMUDAHAN ASAS YANG KOTOR (DIRTY BASIC FACILITIES)



Sinki yang kotor (Dirty sink)



Tandas Kotor (Dirty Toilet)

PREMIS DI TEPI JALAN RAYA (ROADSIDE PREMISE)



TIADA MAKHLUK PEROSAK (NO PEST)



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LUAR PREMIS: SISTEM PERPARITAN (OUTSIDE PREMISE: DRAINAGE SYSTEM)



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PEMBUANGAN SAMPAH (DISPOSAL OF REFUSE)



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PENCUCIAN YANG KERAP DIPERLUKAN (REGULAR CLEANING REQUIRED)



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PEMBUANGAN SAMPAH YANG SALAH (INCORRECT DISPOSAL OF REFUSE)



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KESIMPULAN TOPIC (TOPIC CONCLUSION)

Di akhir topik, pengendali makanan dapat (By the end of this topic, foods handlers will be able to):

1. Memahami bahawa kebersihan makanan bermula daripada diri pengendali makanan itu sendiri dan persekitaran (Understand that food hygiene starts with themselves and the environment)
2. Menjadi lebih peka terhadap kebersihan diri, peralatan yang digunakan dan keadaan premis. (Be more sensitive to personal hygiene, the equipment used and state of the premises)
3. Menjelaskan pakaian yang sepatutnya dipakai sewaktu mengendalikan makanan (Explain the proper clothing that should be worn during food handling)
4. Melakukan amalan yang baik semasa mengendalikan makanan (Carry out good practices when handling food)

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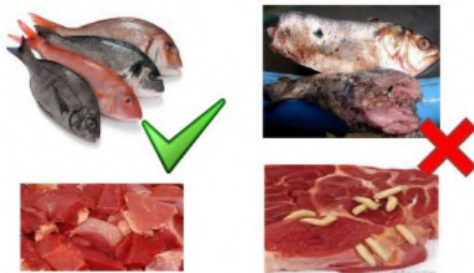
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SEKSYEN 3 (SECTION 3): KESELAMATAN MAKANAN (FOOD SAFETY)

KESELAMATAN MAKANAN (FOOD SAFETY)



PEMILIHAN BAHAN MENTAH (BASAH) SELECTION OF RAW FOODS (WET)



PEMILIHAN BAHAN MENTAH (KERING) (SELECTION OF RAW FOODS-DRY)



PEMILIHAN BAHAN MENTAH-MAKANAN TELAH DIPROSES SELECTION OF RAW FOOD-PROCESS FOOD



BEKALAN AIR DAN AIS (WATER SUPPLY AND ICE)



JENIS-JENIS PENYIMPANAN BAHAN MENTAH (WAYS OF STORING RAW FOODS)



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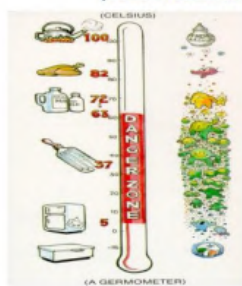
PENYIMPANAN SEJUK (REFRIGERATION)



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ZON BAHAYA PENYIMPANAN (STORAGE DANGER ZONE)



Suhu zon bahaya
adalah antara
5 – 63°C
(Danger zone
temperature is
5 – 63°C)



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PENGENDALIAN BAHAN MENTAH YANG BETUL (CORRECT HANDLING OF RAW FOODS)



Mencuci bahan mentah
(Wash raw foods)



Menggunakan peralatan
yang berbeza mengikut
jenis Makanan
(Use separate utensils for different food
types)



Memakai sarung tangan
(Wear gloves)

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PENGENDALIAN BAHAN MENTAH YANG SALAH (INCORRECT HANDLING OF RAW FOODS)



Menggunakan peralatan
yang sama bagi
memotong sayur dan
daging
(Using the same utensils for
cutting vegetables and
meat)



Di atas lantai
(On the floor)

Tidak memakai
peralatan yang
sesuai
(Not using
appropriate utensils)

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PENYAHBEKUAN YANG BETUL (SAFE WAYS TO DEFROST FOOD)



Ketuhar
(Microwave)

Di bahagian
penyimpanan sejuk
(In the chiller)



Di bawah air yang
mengalir
(Under running water)


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PENCEMARAN SILANG SEMASA PENGENDALIAN MAKANAN (CROSS-CONTAMINATION DURING FOOD HANDLING)



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PENYEDIAAN MAKANAN (FOOD PREPARATION)



**JANGAN MASAK
TERLALU AWAL**
(DON'T COOK FOOD TOO
FAR AHEAD OF TIME)

**JANGAN MEMANASKAN
MAKANAN TERLALU KERAP**
(DON'T RE-HEAT FOOD TOO MANY
TIMES)

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MASAK TIDAK SEMPURNA (UNDERCOOKED FOOD)



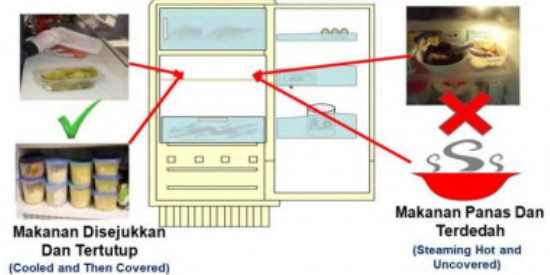
Telur separuh
masak
(Partially cooked
eggs)

Daging yang
masih merah
(Meat that is still pink)

Ayam yang masih berdarah
(Chicken still pink in the middle)

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PENYIMPANAN MAKANAN SELEPAS MASAK (STORING COOKED FOOD)



**Makanan Disejukkan
Dan Tertutup**
(Cooled and Then Covered)

**Makanan Panas Dan
Terdedah**
(Steaming Hot and
Uncovered)

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PEMBUNGKUSAN MAKANAN (PACKING OF FOOD)



Makanan dibungkus
dengan pembungkus
yang sesuai
(Food packed in proper
containers)

Makanan dibungkus
dengan kertas surat
khabar
(Food wrapped in
newspaper)

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PENYEDIAN MAKANAN (SERVING OF FOOD)



Tutup makanan
dengan penutup
makanan (Place food
in covered container)

Hidangkan makanan
di atas rak bertutup
dan mempunyai
pemanas (Place food in
covered racks with
heater)

Guna Penyepit semasa
mengambil makanan
(Use tongs when taking food)

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PENGHIDANGAN MAKANAN (SERVING OF FOOD)



Jangan hidang makanan secara bertindih
(Don't serve food by stacking place on top of one another)

Jangan biarkan makanan/ minuman terdedah
(Don't leave food/drinks uncovered)

Jangan sentuh makanan / minuman dengan tangan
(Don't touch food/drinks with bare hands)

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PENERIMAAN PRODUK (RECEIVING OF PRODUCT)



Elakkan meletakkan produk makan di atas lantai
(Upon receiving, Food should not placing on the ground)

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PENGANGKUTAN MAKANAN TRANSPORT OF FOOD



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KESIMPULAN TOPIK TOPIC CONCLUSION


Di akhir topik, pengendali makanan dapat (By the end of this topic, food handlers will be able to):

- Memilih bahan mentah yang baik sebelum menyediakan makanan (Select the best raw foods prior to preparing food)
- Mengendalikan makanan dengan cara yang betul (Handle food the correct way)
- Menjelaskan cara penyediaan bahan mentah dan makanan yang bersih dan selamat (Explain how to handle and prepare raw foods in a clean and safe manner)

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SEKSYEN 4 : FAKTOR-FAKTOR KRITIKAL KERACUNAN MAKANAN SECTION 4: CRITICAL FACTORS OF FOOD POISONING



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Sentuh Makanan Secara Langsung Dengan Tangan Touching Food With Bare Hands



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Pencemaran Silang Daripada Bahan Mentah ke Makanan Sedia Dimakan (Cross-Contamination from Raw to Ready-to-Eat Foods)



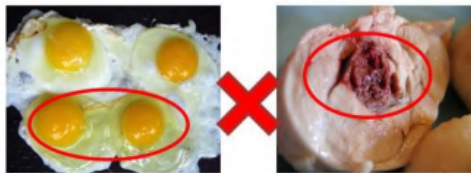
Bahan Kimia ke Makanan
(Chemicals to food)

Bahan Mentah ke Makanan
(Raw to Cooked Food)

Masak Terlalu Awal (Hidang Lebih Daripada 4 Jam) Cooking Too Far Ahead of Time (Served after More than 4 Hours)



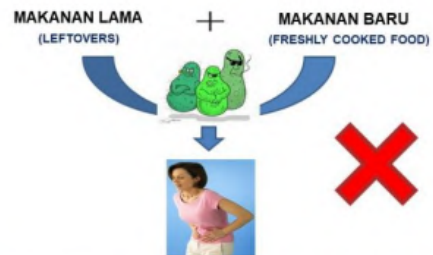
Makanan Tidak Cukup Masak (Undercooked Foods)



Mentah
(Raw)

Berdarah
(Middle still pink)

Memakan dan Mencampurkan Makanan Lama Dengan Makanan Baru Dimasak (Re-Heating Mixture of Leftovers and Freshly Cooked Food)



Bahan Mentah Rosak Atau Tercemar (Spoilt or Contaminated Raw Foods)



Bahan Mentah Tidak Dinyahbeku Dengan Sempurna (Incomplete Defrosting of Raw Foods)



Ikan tidak digoreng dengan sempurna
kerana tidak dinyahbeku terlebih dahulu
Fish is undercooked due to frying without defrosting it first

Penyimpanan Bahan Mentah Dan Makanan Pada Suhu dan Tempat Yang Salah (Raw and Cooked Foods Stored at Incorrect Temperatures and Places)



Pengendali Makanan Berpenyakit dan Tidak Mengamalkan Kebersihan Diri Yang Baik (Sick Food Handlers with Poor Personal Hygiene)



Makanan Terdedah Kepada Makhluk Perosak (Food Exposed to Pests)



Peralatan Yang Kotor dan Tidak Sempurna (Equipment which is Dirty and in Poor Condition)



Kedudukan Premis Yang Kotor Dan Tidak Diselenggara Dengan Baik (Dirty and Poorly Maintained Premises)



KESIMPULAN TOPIK TOPIC CONCLUSION

Di akhir topik, pengendali makanan dapat (By the end of this topic, food handlers will be able to):

- Menyenaraikan faktor-faktor kritikal keracunan makanan (List down the critical factors of food poisoning)
- Mengetahui tindakan yang patut diambil untuk mengawal faktor-faktor kritikal keracunan makanan. (Know what actions to take to control the critical factors of food poisoning)

KESIMPULAN KURSUS
(COURSE CONCLUSION)

ATAU
OR




Keracunan: Restoran diarah ditutup

Clean Food Stall Operator

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**Terima kasih. Untuk maklumat
lanjut, lawati:**
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 @kursuspengendalianmakananputrajaya

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 frontdesk@al-barakah.com.my

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*Thank
you*

Tarikh (Date): _____

Nama Peserta (Participant's Name): _____

No. Kad Pengenalan / No. Pasport (IC No / Passport No): _____

No Telefon (Mobile No.): _____ E-Mel (E-Mail): _____

Dari mana anda mengetahui tentang kami? (from where you heard about us?)

Sila tandakan ✓ pada mana-mana yang berkenaan / Please tick ✓ whichever is applicable

<input type="checkbox"/> Facebook	<input type="checkbox"/> Email	<input type="checkbox"/> Kawan/Friends	<input type="checkbox"/> www.kursuspengendalian makanan.com
<input type="checkbox"/> Google Search	<input type="checkbox"/> Instagram	<input type="checkbox"/> Risalah/Flyers	<input type="checkbox"/> Lain-lain/others _____

Sila tandakan ✓ atau X / Please tick ✓ or X

JAWAPAN BAGI SOALAN PRA / ANSWER SHEET FOR PRE-TEST

1		6		11		16		21		26	
2		7		12		17		22		27	
3		8		13		18		23		28	
4		9		14		19		24		29	
5		10		15		20		25		30	

MARK: ____ / 30

Sila tandakan ✓ atau X / Please tick ✓ or X

JAWAPAN BAGI SOALAN POS / ANSWER SHEET FOR POST-TEST

1		6		11		16		21		26	
2		7		12		17		22		27	
3		8		13		18		23		28	
4		9		14		19		24		29	
5		10		15		20		25		30	

MARK: ____ / 30

Selain daripada kursus pengendalian makanan, apakah jenis latihan atau perkhidmatan yang anda perlukan?
Other than food handling course, what kind of trainings or services that you require?

<input type="checkbox"/> Latihan berkaitan halal / Halal- related training	<input type="checkbox"/> Pengurusan kewangan untuk individu / Individual financial management
<input type="checkbox"/> Khidmat nasihat dan perundingan halal / Halal advisory and consultation service	<input type="checkbox"/> Pengurusan kewangan untuk usahawan / Entrepreneur financial management
<input type="checkbox"/> Latihan MESTI/GMP/HACCP / MESTI/GMP/HACCP Training	<input type="checkbox"/> Khidmat pendaftaran perniagaan seperti PBT dan fosim / Business registration service at local council and fosim
<input type="checkbox"/> Khidmat nasihat dan Perundingan MESTI/GMP/HACCP / MESTI/GMP/HACCP advisory and consultation	<input type="checkbox"/> Lain-lain perkhidmatan (nyatakan) / Other service (please state)

Maklum balas latihan / *Feedback of training*

Sila bulatkan pilihan jawapan anda / *Please circle your choice*

i	Kurikulum / Curriculum	Tidak setuju <i>Disagree</i>			Setuju <i>Agree</i>	
	Latihan ini menepati jangkaan saya <i>The training meets my expectations</i>	1	2	3	4	5
	Saya boleh menggunakan pengetahuan yang dipelajari <i>I am able to apply the knowledge learned</i>	1	2	3	4	5
	Objektif latihan jelas dan diikuti <i>The training objectives for each topic are clear & achieved</i>	1	2	3	4	5
	Isi kandungan latihan teratur dan mudah diikuti <i>The curriculum contents are organized and easy to follow</i>	1	2	3	4	5
	Bahan yang diedarkan jelas dan berguna <i>The materials distributed are pertinent and useful</i>	1	2	3	4	5
ii	Tenaga Pengajar / Trainer					
	Tenaga pengajar berpengetahuan <i>The trainers are knowledgeable</i>	1	2	3	4	5
	Kualiti pengajaran bagus <i>The quality of instructions is good</i>	1	2	3	4	5
	Alat bantuan pengajaran dan audio visual digunakan <i>Good training aids and audio-visual aids are used</i>	1	2	3	4	5
	Penglibatan dan interaksi peserta digalakkan <i>Class participation and interaction are encouraged</i>	1	2	3	4	5
iii	Keseluruhan Penyampaian Latihan / Overall Training Delivery					
	Bagaimana anda menilai latihan ini secara keseluruhannya? <i>Overall, how do you rate the training?</i>	1	2	3	4	5
	Latihan ini membantu saya melakukan kerja dengan lebih baik <i>The training will help to perform my job better</i>	1	2	3	4	5
	Latihan ini bermanfaat dan perlu dihadiri oleh orang lain <i>This training is worthwhile, and should be attended by others</i>	1	2	3	4	5

Pada skala 1-10, berapakah rating anda sekiranya anda ingin mencadangkan latihan ini kepada yang lain?

On a scale of 1-10, how likely would you recommend this training to others?

1 2 3 4 5 6 7 8 9 10

Komen atau cadangan anda terhadap pengurusan keseluruhan latihan ini?

Your comments or suggestions on the overall management of this training?

Komen anda terhadap Tenaga Pengajar?

Your comments on the trainer?
