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# Certified Food Protection Manager (CFPM)

For Class 2, 3 and 4 Establishments

- On Site & Full Time
- In a Supervisory Position
- Authority to Direct and Inspect the Performance of Food Service Workers
- Completed an Approved Safe Food Handling Course
- Responsible for:
  - Ensuring TRAINING of Food Preparation Personnel
  - Maintaining Documentation of a TRAINING PROGRAM and TRAINING RECORDS
  - OPERATING in COMPLIANCE with the FDA Food Code

## Designated Alternate

- In Charge When the CFPM Cannot be Present
- Has the Same Knowledge as the CFPM
- Has the Same Authority in the Absence of the CFPM
- Only utilized during non-peak hours

## Replacement of a CFPM

- When CFPM Terminates or Transfers, Notify EHHD in Writing ([Certified Replacement Notification form](#))
- Must be Replaced within 60 days of Date of Termination or Transfer

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A Certified Food Protection Manager or Designated Alternate  
Is Required On-Site  
During All Hours of Operation

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