



**higher education  
& training**

Department:  
Higher Education and Training  
**REPUBLIC OF SOUTH AFRICA**

# **MARKING GUIDELINE**

**NATIONAL CERTIFICATE  
NOVEMBER EXAMINATION  
SANITATION AND SAFETY N4**

**21 NOVEMBER 2016**

**This marking guideline consists of 8 pages.**

**SECTION A****QUESTION 1**

1.1	1.1.1	C		
	1.1.2	C		
	1.1.3	A/C		
	1.1.4	D		
	1.1.5	A		
	1.1.6	A/B		
	1.1.7	D		
	1.1.8	A		
	1.1.9	D		
	1.1.10	A		
			(10 × 2)	(20)
1.2	1.2.1	C		
	1.2.2	A		
	1.2.3	D		
	1.2.4	B		
	1.2.5	F		
	1.2.6	E		
			(6 × 2)	(12)
1.3	1.3.1	To absorb sweat efficiently.		
	1.3.2	To protect the chest and arms from the heat of the stove and to prevent foods or liquids from scalding the body.		
	1.3.3	To protect the body from being scalded or burned and particularly the legs from any liquids that may be spilled.		
	1.3.4	To protect and support the feet.		
	1.3.5	Heavy clothing would be uncomfortable.		
			(5 × 2)	(10)
1.4	1.4.1	True		
	1.4.2	True		
	1.4.3	True		
	1.4.4	False		
	1.4.5	False		
	1.4.6	False		
	1.4.7	False		
	1.4.8	True		
			(8 × 1)	(8)
				<b>[50]</b>

**TOTAL SECTION A: 50**

**SECTION B****QUESTION 2**

- 2.1
- Dangers of food poisoning will increase.
  - Customers may refuse to make further use of the food services rendered.
  - Claims may be laid against the food service unit by customers in cases where it can be provided that the food which was served endangered their health, thus complaints may increase.
  - The reputation of the food service unit will be harmed and that will result in a loss of profit.
  - Food spoilage will increase which will result in increased wastage.
  - The presence of pests and rodents will increase and the operation may be closed down by the health inspectors. (Any applicable 5 × 2) (10)
- 2.2
- Report it to the supervisor immediately.
  - Receive treatment as soon as possible. (2)
- 2.3
- Keep cold food below 5 °C
  - Keep hot food above 63 °C (2)
- 2.4
- Clearing your workstations as you are preparing food will create a sense of cleanliness and assist you to get the job done faster.
  - Avoid over-handling the food, especially food that does not go through any cooking processes.
  - Mop up any spills immediately to prevent slipping.
  - Keep the waste bin closed at all times.
  - Discard all refuse daily to prevent any pests like flies.
  - Throw away all broken and chipped crockery as the cracks are ideal for germs to collect in.
  - Clean all the surfaces including the floors after each shift.
  - Do not block the sink with peelings.
  - Work in an orderly fashion and keep your unit tidy.
  - Clean all the equipment before storage.
  - Wash all the surfaces and dry thoroughly.
  - Observe the rules for personal hygiene at all times, especially hand-washing. (Any appropriate 10 × 1) (10)

- 2.5
- Spit easily occurs on the fingers when a cigarette is handled.
  - Harmful bacteria such as staphylococci can get passed onto the food.
  - Smoking encourages you to cough and sneeze.
  - Cigarette ends and ash may drop into the food and cause contamination.
  - Cigarette ends, which are contaminated by saliva, comes into contact with the surface and encourages cross-contamination.
- (5)
- 2.6
- Blood
  - Semen
  - Vaginal secretions
  - Breastmilk
- (4)
- 2.7
- HIV is transmitted when the mucous membrane makes direct contact with a bodily fluid containing HIV. HIV can be transmitted in the following ways:
- During penetrative and oral sex.
  - Through a blood transfusion.
  - When sharing contaminated needles.
  - From mother to infant during pregnancy, childbirth or breastfeeding.
  - Through any form of exposure to infected bodily fluid.
- (5)
- 2.8
- Indifference and apathy
  - Little interest in the future
  - Loss of motivation for anything other than marijuana
  - Problems with the respiratory system
  - Lung damage
  - Increased infertility
  - Damage of sexual cells
  - Dependence on marijuana
  - Anti-social and criminal behaviour
  - Suppression of hormones concerned with normal sexual functions.
- (Any 5 × 1) (5)
- 2.9
- Tobacco
  - Anti-paretic and painkillers
  - Alcohol
  - Amphetamine
  - Tranquilisers, sedatives and sleeping pills
  - Hard drugs
  - Hallucinogens
- (7)

**[50]**

**QUESTION 3**

- 3.1
- By interfering with enzyme activity that results in the disruption of vital processes such as respiration or synthetic activities.
  - By blockage of vital metabolic reactions and preventing the syntheses of chemicals essential for normal growth.
  - By interference with the genetic mechanisms – DNA leading to disrupted growth and cell death. (3 × 2) (6)
- 3.2
- Protozoa
  - Algae
  - Fungi
    - Yeast
    - Moulds
  - Bacteria
  - Viruses (7)
- 3.3
- Concentration of the agent
  - Temperature
  - Number of cells present
  - pH and organic matter (4)
- 3.4
- Common cold
  - Influenza
  - Cold spores
  - Chicken pox
  - Meningitis
  - Measles
  - Small pox
  - Poliomyelitis (Any 5 × 1) (5)
- 3.5
- Time
  - Availability of food
  - Moisture
  - Temperature
  - Availability of oxygen
  - pH-surroundings
  - Competition (7)

- 3.6 Mould can be used in:
- The production of antibiotics like penicillin.
  - The production of cheese.
  - The improvement of soil fertility due to the decomposition and decaying of organic matter that gives fertile soil.
- NOTE: 1 mark for examples given (Any appropriate 4 × 2) (8)
- 3.7
- Wash hands and clean any dishes/utensils when making or serving food.
  - Keep juices from meat, poultry and sea food away from prepared food.
  - Cook food at the proper temperature.
  - Promptly refrigerate any food you will not be eating right away.
  - Boil water before drinking.
  - Don't eat raw vegetables or unpeeled fruit.
  - Always refrigerate fish.
  - Don't eat tropical fish caught during blooms of poisonous plankton.
  - Don't eat shellfish that was exposed to the red tides. (9 × 1) (9)
- 3.8
- Fatty foods
  - Jams, syrups and honey
  - Acidic foods
  - Dry foods (4)
- [50]**

**QUESTION 4**

- 4.1
- Wash your hands for at least 30–40 seconds.
  - Use an antibacterial liquid soap which is kept in a clean soap dispenser.
  - Wet hands and forearms with water as hot as the skin can bear.
  - Apply the soap to the palm of the hand and rub over the hand, pulse and forearms as well as between the fingers.
  - Rinse the hands and forearms thoroughly with hot running water.
  - Dry the hands with a disposable paper towel or blow dryers installed for this purpose. Start at the fingertips and finish with the elbows.
  - If your nails aren't clean, use a nail brush to clean them. Brush under the nails if they are long.
  - Prevent chapped and dry skin by drying hands thoroughly after they have been washed.
  - The use of hand cream when not on duty will also help. Food handlers are not encouraged to use ordinary hand cream while on duty but a special hand cream containing a disinfectant may however be used. (Any 7 × 2) (14)

- 4.2
- Remain calm
  - Inform your supervisor as soon as possible.
  - Keep the patient calm and comfortable.
  - Assess the nature of the incident.
  - Keep the air passage of the patient open.
  - Stop acute bleeding as soon as possible.
  - Treat the patient for shock.
  - Once the patient has been treated, record the incident in the accident book for future reference. (8 × 1) (8)
- 4.3
- Raise the alarm.
  - Choose a suitable extinguisher.
  - Shake the extinguisher to dislodge all sediment collected at the base.
  - Position the cylinder with wind behind you.
  - Pull pin and strike the plunger.
  - Approach the fire from the base.
  - Once the fire is out carefully retreat without turning your back.
  - If the fire is not out, use a second cylinder.
  - Report incident regardless of results from the extinguisher. (9 × 1) (9)
- 4.4
- To promote health and safety.
  - To prolong the life of fixtures, fittings and surfaces.
  - To improve the appearance of the establishment. (3)
- 4.5
- Wash your feet every day.
  - Be sure to dry your feet thoroughly, especially between the toes.
  - Only wear socks made of cotton and change them daily or even more often, if they get moist or damp.
  - Powder your feet before wearing socks. Many people have sweaty feet, and socks and shoes can get quite smelly.
  - If possible do not wear the same pair of shoes every day. Keep at least one more pair and use them alternatively.
  - Go barefoot when at home.
  - Try to wear sandals and avoid tight shoes in warm weather.
  - If possible, use an antifungal powder in tight shoes.
  - Give your feet a good scrub when having a bath with a sponge, pumice stone or foot scrubber that is not made of very abrasive material. Dry between toes after having a bath or shower.
  - Keep toenails clipped. (6)

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- 4.6
- Windows must be cleaned on a regular basis, making sure they are always sparkling clean.
  - Clean windows using a suitable detergent or mixture of water and vinegar which will leave a streak-free shine.
  - Polish windows to a sparkling shine with crumpled newspaper.
  - Wash windows from the top down to prevent drips. (4 × 2) (8)
- 4.7 Kitchen equipment must be:
- Hard so that it does not absorb food particles.
  - Smooth so that it is easy to clean with no ridges or crevices where bacteria can grow.
  - Of good quality.
  - Resistant to rust.
  - Resistant to chipping (equipment in the kitchen will hardly ever be made from ceramic or glass).
  - Effective for the task.
  - Adequate safeguards for aperitifs to prevent the operator from injury.
  - Made from non-corrosive materials. (Any 2 × 1) (2)
- [50]

**TOTAL SECTION B: 150**  
**GRAND TOTAL: 200**