



# FIVE KEYS TO SAFER FOOD

## TRAIN THE TRAINER COURSE

MODULE 1: DIRECTED TO WOMEN

INTRODUCTION TO THE TRAIN THE TRAINER COURSE AND GUIDANCE FOR MODERATORS

## INTRODUCTION

### WHY TRAIN THE WOMEN?

The World Health Organization's (WHO) Train the Trainer course on Five Keys to Safer Food is designed for public health professionals, health educators, community leaders and government officials interested in providing safe food handling education and promoting behavioural change in women preparing food at home. Women play an important role in the production and the preparation of safe food. "Women produce between 60 and 80% of the food in most developing countries and are responsible for half of the world's food production (FAO Focus, Mar 19, 2009)". While women are responsible for food preparation, they may not have the decision-making authority needed to change behaviours because of social, cultural, traditional or religious restrictions. These other factors are rarely considered in traditional training courses. It is, however, an integral part of this course which was developed in response to numerous requests from countries to assist in strengthening their food safety education programmes for the prevention of foodborne diseases. This course also supports the WHO Director-General's priority to promote the health of women, particularly in developing countries.

### THE CONCEPT OF THE COURSE

The Train the Trainer course builds upon the safe food handling behaviours developed for the Five Keys to Safer Food Poster (<http://www.who.int/foodsafety/publications/consumer/5keys/en/index.html>) and the concepts of the Communications for Behavioural Impact (COMBI) method. COMBI is a communication method developed by WHO that asks individuals to assess their current knowledge and behaviours, and supports healthy behaviours providing incentives for the adoption of new healthy behaviours when necessary.

The Train the Trainer course is designed to provide the scientific information and behavioural tools to promote the adoption of safe food handling behaviours. The barriers preventing the adoption of healthy behaviours will be different depending on a number of cultural factors and the level of knowledge of the participants. **The COMBI approach is designed to be flexible: to understand the needs of the audience and meet those needs.** While key behavioural objectives of the Five Keys to Safer Food remain constant, there are different ways one can achieve each objective. Therefore, every session needs to be adapted by the trainer conducting the session to meet the needs of the specific audience. Using the COMBI approach together with the information from the Five Keys to Safer Food, the trainer will be able to develop a training session which identifies the reasons why safe food handling behaviours are not practiced and encourage the adoption of healthy behaviours by women.

The Train the Trainer course complements the package of the Five Keys to Safer Food Poster and Manual (<http://www.who.int/foodsafety/consumer/5keysmanual/en/index.html>). The Manual

elaborates the core information provided in the Five Keys to Safer Food poster and suggests how to communicate these messages. As with the poster and the manual, the Train the Trainer course was designed with the goal of providing countries with materials that are easy to use, reproduce and adapt to different target groups.

The course takes approximately 15 hours to complete. The on-line version of the Train the Trainer course (Module 1 - directed to women) consists of approximately 100 Power Point slides in pdf format. Each slide contains notes that explain the content of the slide. Some slides contain scientific data that should not be altered, in particular the core messages of the Five Keys to Safer Food Poster and Manual which are : (1) keep clean;(2) separate raw and cooked; (3) cook thoroughly; (4) keep food at safe temperatures; and (5) use safe water and raw materials. On the other hand, some slides contain examples and concepts that can be tailored to adapt to local conditions and audiences, such as the selection of appropriate exercises and use of suitable language.

**WHO encourages trainers to adapt the non-scientific content of the training materials and develop the most effective ways to deliver the messages and influence behaviour changes. WHO also recognizes that the health professionals are the most qualified to tailor this material and design a training session that is adapted to their local needs.**

Although not encouraged, any suggested changes regarding the scientific content of the Five Keys material, including the Train the Trainer course, require the prior written approval of WHO. Notwithstanding the foregoing, the sole responsibility for the interpretation and use of such scientific material lies with the trainer. Any adaptation and use of the non-scientific content as authorized hereof is the sole responsibility of the trainer. In no event shall the World Health Organization be liable for damages arising from any such use.

The Five Keys materials, including the Train the Trainer course, should not be used for any commercial or income-generating purpose. No element of the Five Keys materials may be used to promote any specific individual, entity or product, in any manner whatsoever.

To receive a copy of the slides in a modifiable format, and for request and advice on adapting the slides, including translation, contact Françoise Fontannaz ([fontannazf@who.int](mailto:fontannazf@who.int)).

## **SHARING AND REAPPLYING PRACTICAL KNOWLEDGE**

The Train the Trainer course was piloted in South Africa, Tunisia and Belize. The present version of the course incorporates the comments from each of these pilot sessions. WHO appreciates the valuable input provided by the participants of the pilot sessions.

In this area, countries can greatly benefit from exchanging experiences and tested solutions with each other. To foster the exchange and reapplication of practical food safety knowledge in and between Member States WHO has created a section on the WHO Five Keys web page to enable countries and partners to have access to the different tools produced in different parts of the world to deliver the Five Keys messages.

(<http://www.who.int/foodsafety/consumer/5keys/en/index2.html>).

Users of the Five Keys training materials are encouraged to send their feedback to WHO. Feedback will be used both to improve WHO's training materials and share the knowledge and experiences with other countries.

To share materials developed in your country with the international community, send them to Françoise Fontannaz ([fontannazf@who.int](mailto:fontannazf@who.int))

## **GUIDANCE FOR MODERATORS OF THE TRAIN THE TRAINER COURSE**

The recommendations below are presented to aid food safety professionals interested in moderating a Five Keys to Safer Food Train the Trainer course. It is recommended that the training course moderators have a working knowledge of food safety and health education.

### **STRUCTURE OF THE TRAIN THE TRAINER COURSE**

The course is divided into 2 parts and takes approximately 15 hours to complete (without meals and opening and closing ceremonies). There are six sections in Part 1. Assuming the course starts on the morning of Day 1:

- Sections I and II should be completed before lunch break
- Section III and IV should be completed on the afternoon of Day 1.
- A recap of the first day and Section V and VI should be presented on the morning of Day 2. Leaving the afternoon of Day 2 free to practice planning a food safety training session for women (Part 2).

**Part 1: Introduction to Food Safety and behavioural theory and techniques** presents the course introduction which explains the health implications of foodborne disease and the role of the WHO in preventing foodborne disease, each of the five keys and the scientific basis of the key. This section also explains behavioural theory and techniques used to assess current behaviours. Finally, WHO's safe food handling behaviours and ways to effectively communicate these behavioural messages to promote adoption are explained.

**Part 2: Template for planning, conducting and evaluating training** provides a template to aid in the planning a food safety training program for women. It presents a simply behavioural message for each Key, a sample teaching exercise, and examples of barriers and solutions for each Key. The food safety training for women will need to be adapted to local settings. In planning a training session, the slides in Part 2 should be used together with the other food safety information provided by the WHO especially the Five Keys to Safer Food Poster, the Five keys to Safer Food Manual, the Guide on Safe Food for Travellers and Training Examples (<http://www.who.int/foodsafety/consumer/5keys/en/index.html>)

### **LEARNING OBJECTIVES**

After completing this course, participants will know:

- The Five Keys to Safer Food;
- How to assess current food preparation practices;
- How to define priority behaviours in a particular setting;
- How to present the safe food handling behaviours so that they are adopted; and
- How to adapt the information provided in the training package to local settings.

Participants will feel confident in being able to use their creativity to adjust the training package to meet their needs and the needs of women in their community.

### **TEACHING METHODS**

The Train the Trainer course is designed to meet the needs and expectations of the adult learner. Adult learning assumes that people learn better when they are responsible for their learning and that learning is based on their needs and experiences. Thus, the Train the Trainer course uses a variety of teaching methods including lecture, workgroups, demonstration and role

play and assumes that the collective experiences and knowledge of the group can provide answers and insight on how to provide the training at the local level. Lecture by the moderator should represent about 40% of the time.

### **COURSE MATERIALS**

- The Five Keys to Safer Food Train the Trainer course (including slides and notes for the moderator)
- The Five Keys to Safer Food poster
- The Five Keys to Safer Food Manual
- Guide on Safe Food for Travelers adapted from the Five Keys to Safer Food
- Training examples.

### **TRAINING AIDS**

The use of flipchart for each workgroup and room for workgroups to meet is recommended.

### **EVALUATION FORM**

A sample evaluation form is attached. Moderators are encouraged to add additional questions to the evaluation form. Evaluation forms are also available in the Five Keys to Safer Food Manual.

### **CERTIFICATE OF ATTENDANCE**

A certificate of attendance should be delivered to each participant.

## Evaluation Form

### The Five Keys to Safer Food Train the Trainer Course

#### FIVE KEYS TO SAFER FOOD COURSE CONTENT

Please complete the following questions concerning the content of the Train the Trainer course.

1. Was the scientific content of the presentation on Food Safety The Problem

\_\_\_ Too much      \_\_\_ Not enough      \_\_\_ About right

2. Was the scientific content of the presentation concerning the FIVE KEYS

\_\_\_ Too much      \_\_\_ Not enough      \_\_\_ About right

3. Was the content of the Adult Learner session

\_\_\_ Too much      \_\_\_ Not enough      \_\_\_ About right

4. Was the content of the COMBI presentation

\_\_\_ Too much      \_\_\_ Not enough      \_\_\_ About right

5. Was the exercise to develop a COMBI plan exercise

\_\_\_ Very Useful      \_\_\_ Useful      \_\_\_ Not useful

Comments:

## FUTURE PROGRAMS

1. How much involvement are you likely to have in future food safety education efforts.

A lot  Some  A little  None

2. How much influence are you likely to have on the design and implementation of future food safety education programs.

A lot  Some  A little  None

3. Will this training make a difference in which audience you may choose to train in future food safety education programs?  Yes  No

If no, why not? \_\_\_\_\_

4. Will this training make a difference to how you develop written and visual materials for future education programs?  yes  no

If no, why not? \_\_\_\_\_

5. Will this training make a difference in how trainers will be trained for future food safety education programs?  yes  no

If no, why not? \_\_\_\_\_

If yes, will you be involved in the training?  Yes  No  Maybe

6. Will this training make a difference in the kinds of interactions that will take place between trainers and students in future education programs?  Yes  No

If no, why not? \_\_\_\_\_

7. Will this training make a difference in the effectiveness of future food safety education programs? \_\_\_Yes \_\_\_No

If yes, please explain the difference\_\_\_\_\_

If no, why not? \_\_\_\_\_

8. What is the single most important piece of information you learned about food safety in this training session that you may not have known before?

9. What is the single most important piece of information you learned about how to do training about food safety that you learned in this training session that you may not have known before?

10. Do you think there are likely to be food safety education programs in the near future?  
\_\_\_\_\_Yes \_\_\_\_\_No \_\_\_\_\_Do not know