

Employee training

1. User:
 - all beekeepers (to help maintain a record of their own training small beekeepers without employees should modify this template)
2. Frequency of use:
 - as required
3. Reasons for recording this information include:
 - business management
 - this record provides accountability that the employees are trained for food safety and bee biosecurity
 - it provides valuable occupational health and safety records and documentation of staff training
 - it provides a record of what training is required (i.e., helps to assign tasks)
 - bee biosecurity
 - it verifies that staff knows correct biosecurity protocols
 - better trained employees may lead to improved biosecurity
 - food safety
 - it verifies staff knows correct food safety protocols
 - better trained employees may lead to improved food safety
4. References to the Bee Biosecurity Standard and CBISQT:
 - Bee Biosecurity Standard: pages 66-68, 81-85, 121 and 123
 - CBISQT: pages 15, 24, 33, 48, 51, 78, 86, 92, 94-98 and 102
 - this template is an adaptation of Bee Biosecurity Standard form 11.0 (page 153), and CBISQT forms 11.0.1 (page 150) and 11.0.2 (page 151)
5. General comments:
 - separate sheets should be kept for each employee
 - small operators who use family and friends to assist with beekeeping should make sure that they are properly trained to ensure food safety and bee biosecurity standards are met
 - the intent in the Biosecurity Standard and CBISQT is different: the Bee Biosecurity Standard presents a record of training whereas CBISQT recommends a log which focusses on noncompliance by personnel
 - all beekeepers should also keep record of their own food safety/biosecurity training in addition to that of employees