I: For the organizer and/or trainer

This form evaluates the demographics of the audience, the suitability of the adaptation process and whether or not the training session achieved its goal.

Demographics of the Audience

1. Who was the audience?

2. What was the age range of the audience?

3. What was the general educational level of the audience?
   - No education
   - Low education
   - High education

4. What was the average literacy level of the audience?
   - Cannot read
   - Can read a little
   - Can read

5. What was the living environment of the audience?
   - Rural
   - Urban

6. Were there any cultural practices that compromised food safety?
   - Yes
   - No

   If yes, please describe these practices

7. What resources are available to the participants? (tick all appropriate boxes and add any sources that are not listed)
   - Safe water
   - Thermometer
   - Running water
   - Oven
   - Refrigerator
   - Human waste disposal
   - Electricity
   - Other

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EVALUATION FORMS
Adaptation of the Five Keys to Safer Food Manual

8. Do you think the level of language in the Five Keys to Safer Food poster was appropriate?
   □ Yes  □ No

9. Do you think the manual presents the Five Keys to Safer Food information clearly?
   □ Yes  □ No

   If no, please explain________________________________________________________________________________________________________________________________________________________

10. How did you adapt Key 1 (Keep clean)? __________________________________________________________________________________________________

11. How did you adapt Key 2 (Separate raw and cooked)? ______________________________________________________________________________________

12. How did you adapt Key 3 (Cook thoroughly)? ______________________________________________________________________________________________

13. How did you adapt Key 4 (Keep food at safe temperatures)? ____________________________________________________________________________________

14. How did you adapt Key 5 (Safe water and raw materials)? ______________________________________________________________________________________

15. Was there a general adaptation made for the audience? ________________________________________________________________________________________

16. Please provide feedback on audience participation, concerns and accomplishments. __________________________________________________________

17. Please provide recommendations for changes to the manual (e.g., inclusions, deletions, edits). _____________________________________________

II: For the participants

This form evaluates the food safety knowledge, attitude and behaviour of the participants. Participants should complete the form before and after training.

**Knowledge**

**Key 1 – Keep clean**

1a. It is important to wash hands before handling food.  
☐ True  ☐ False

1b. Wiping cloths can spread microorganisms.  
☐ True  ☐ False

**Key 2 – Separate raw and cooked**

2a. The same cutting board can be used for raw and cooked foods provided it looks clean.  
☐ True  ☐ False

2b. Raw food needs to be stored separately from cooked food.  
☐ True  ☐ False

**Key 3 – Cook thoroughly**

3a. Cooked foods do not need to be thoroughly reheated.  
☐ True  ☐ False

3b. Proper cooking includes meat cooked to 40 °C.  
☐ True  ☐ False

**Key 4 – Keep food at safe temperatures**

4a. Cooked meat can be left at room temperature overnight to cool before refrigerating.  
☐ True  ☐ False

4b. Cooked food should be kept very hot before serving.  
☐ True  ☐ False

4c. Refrigerating food only slows bacterial growth.  
☐ True  ☐ False

**Key 5 – Use safe water and raw materials**

5a. Safe water can be identified by the way it looks.  
☐ True  ☐ False

5b. Wash fruit and vegetables.  
☐ True  ☐ False

*Answers: p. 26*
Attitude

Key 1 – Keep clean
1a. Frequent hand-washing during food preparation is worth the extra time.
   □ Agree □ Not sure □ Disagree
1b. Keeping kitchen surfaces clean reduces the risk of illness.
   □ Agree □ Not sure □ Disagree

Key 2 – Separate raw and cooked
2a. Keeping raw and cooked food separate helps to prevent illness.
   □ Agree □ Not sure □ Disagree
2b. Using different knives and cutting boards for raw and cooked foods is worth the extra effort.
   □ Agree □ Not sure □ Disagree

Key 3 – Cook thoroughly
3a. Meat thermometers are useful for ensuring food is cooked thoroughly.
   □ Agree □ Not sure □ Disagree
3b. Soups and stews should always be boiled to ensure safety.
   □ Agree □ Not sure □ Disagree

Key 4 – Keep food at safe temperatures
4a. Thawing food in a cool place is safer.
   □ Agree □ Not sure □ Disagree
4b. I think it is unsafe to leave cooked food out of the refrigerator for more than two hours.
   □ Agree □ Not sure □ Disagree

Key 5 – Use safe water and raw materials
5a. Inspecting food for freshness and wholesomeness is valuable.
   □ Agree □ Not sure □ Disagree
5b. I think it is important to throw away foods that have reached their expiry date.
   □ Agree □ Not sure □ Disagree

Answers: p. 26
Self-reported behaviour

Key 1 – Keep clean

1a. I wash my hands before and during food preparation.
   - Always
   - Most times
   - Sometimes
   - Not often
   - Never

1b. I clean surfaces and equipment used for food preparation before re-using on other food.
   - Always
   - Most times
   - Sometimes
   - Not often
   - Never

Key 2 – Separate raw and cooked

2a. I use separate utensils and cutting-boards when preparing raw and cooked food.
   - Always
   - Most times
   - Sometimes
   - Not often
   - Never

2b. I separate raw and cooked food during storage.
   - Always
   - Most times
   - Sometimes
   - Not often
   - Never

Key 3 – Cook thoroughly

3a. I check that meats are cooked thoroughly by ensuring that the juices are clear or by using a thermometer.
   - Always
   - Most times
   - Sometimes
   - Not often
   - Never

3b. I reheat cooked food until it is piping hot throughout.
   - Always
   - Most times
   - Sometimes
   - Not often
   - Never

Key 4 – Keep food at safe temperatures

4a. I thaw frozen food in the refrigerator or other cool place.
   - Always
   - Most times
   - Sometimes
   - Not often
   - Never

4b. After I have cooked a meal I store any left-overs in a cool place within two hours.
   - Always
   - Most times
   - Sometimes
   - Not often
   - Never

Key 5 – Use safe water and raw materials

5a. I check and throw away food beyond its expiry date.
   - Always
   - Most times
   - Sometimes
   - Not often
   - Never

5b. I wash fruit and vegetables with safe water before eating them.
   - Always
   - Most times
   - Sometimes
   - Not often
   - Never

<table>
<thead>
<tr>
<th>Knowledge</th>
<th>Attitude</th>
<th>Self-reported behaviour</th>
</tr>
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