



Person in Charge or Shift Lead

The Idaho Food Code requires a Person in Charge (PIC) that can demonstrate knowledge of food safety practices and will be physically present at all times of food service and preparation. Employees in this role will be a Certified Food Protection Manager (CFPM) or working under the direction of one. Completion of one of the following courses and exams meets the demonstration of knowledge requirements in Section 2-102.11 of the Idaho Food Code.

To meet this requirement, a person must complete one of the following:

- Food Manager level exam from 360training.com/learn2serve OR
- Food Manager level exam from Above Training/Statefoodsafety.com OR
- Food Manager level exam from National Registry of Food Safety Professionals OR
- Food Manager level exam from Prometric OR
- Food Manager level exam from ServSafe OR
- [The Idaho Food Safety and Sanitation Exam](#)

In some instances, the demonstration of knowledge requirement may also be satisfied by a PIC that can answer detailed questions about food safety practices during a regulatory inspection that results in having no critical violations.

Accredited courses will usually result in a fee; please review the courses before deciding on coursework and exams to attempt. The State of Idaho does not endorse any one particular course. Certificates are valid for 5 years, but individual establishments may require their employees to renew certification more frequently.

The PIC should be able to locate and display the current CFPM certificate OR Idaho Food Safety and Sanitation exam certificate upon request. This sort of request typically occurs during a regulatory inspection.

The PIC and other employees may also complete an accredited exam, allowing them to function as CFPMs for the establishment. Alternatively, they may complete the Idaho Food Safety and Sanitation Exam, provided that their establishment has at least one CFPM.

For questions related to these courses or meeting these requirements, please contact the Idaho Food Protection Program, (208) 334-5938.

