



THE UNIVERSITY OF THE WEST INDIES

CAVE HILL CAMPUS, P.O. BOX 64, BRIDGETOWN, BARBADOS

THE OFFICE OF STUDENT SERVICES

STUDENT HEALTH CLINIC

Telephone: 1 (246) 417-4170/71/ | PBX: 1 (246) 417-4000 | Fax: 1 (246) 438-9111 | Email: health@cavehill.uwi.edu

To: Presidents of Clubs and Societies

From: Mrs. Sandra Vaughn
Nurse Administrator

Date: September 01, 2011

FOOD HANDLERS CERTIFICATES

Please alert all persons in charge of ensuing activities to comply with the below notations.

PROCESS OF APPLICATION

1. Must apply three (3) weeks before the event
2. Identify ten (10) persons for the certificates
3. Submit a structured letter of request on a letter head, with the **10 names** listed
4. Address the letter as above
5. Any group needing more than 10 certificates will be responsible for obtaining them privately
6. Certificates will not be issued on an individual or ad hoc basis
7. Certificates are valid for one calendar year within the year of issuance to December 31st.
8. Submit the contact numbers of persons in charge of the club/society
9. All persons must be present for the session as organized by the Nurse unless otherwise stated
10. A doctor will be assigned to the session
11. Applications for Temporary Restaurant License may be acquired from the Polyclinic/s when the Food Handlers certificates are produced
12. Groups having activities in the first two weeks of the Semester are advised to have caterers for food events

Kindly note that inherent in the above are the regulations from the Ministry of Health.

Please note that letters may be sent as an attachment to: health@cavehill.uwi.edu

S. Vaughn