

## Foodservice Managers Certification | ServSafe Workshop



GCC's Culinary and Foodservices Department offers Foodservice Managers Certification (FSMC) workshops to assist operators of food establishments and those seeking to operate one.

Guam Department of Public Health and Social Services Division of Environmental Health **requires** all *food service establishment operators, retail facilities and temporary food service establishments* to have an on-duty manager or supervisor possessing a Certificate of Manager's Certification during operating hours.

All food service establishment operators, retail facilities and temporary food service establishments must obtain a **Certificate of Manager's Certification** that is in compliance with the Division of Environmental Health's (of Department of Public Health and Social Services) Rules and Regulations Governing the Issuance of Health Certificates adopted in May 2015 and implemented June 1, 2016.

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[Registration Form \[1\]](#)

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## [FSMC Workshop Schedule](#) [2]

Updated: September 25, 2023

## [Credit Card Authorization](#) [3]

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# FSMC Registration & Payment Steps

GCC will observe the following registration and payment procedures during the COVID-19 pandemic to ensure our employees' and clients' safety.

### [Schedule](#) [2]

The FSMC is a 5-day workshop. Please refer to the FSMC Workshop Schedule above.

## Registration Form

1. Download and fill out the FSMC [registration form](#) [1] completely and accurately. Do not forget to sign the form.
2. Ensure your writing is legible;
3. The workshop participant must have an email account. The NRA Service Center will email the participant regarding their score.

## Workshop Fee

The workshop fee is \$110, payable only by Visa or Master credit card. The fee is non-refundable. Download and fill out the [credit card billing authorization form](#) [3].

## Registration (Email or In-Person)

### Email Registration:

- (1) [Completed and Signed Registration Form](#) [1]
- (2) [Credit Card Authorization](#) [3]
- (3) Picture/Copy of the **Photo ID** of the *person on the credit card*.

Email [kennyllyn.miranda@guamcc.edu](mailto:kennyllyn.miranda@guamcc.edu) [4]

Christine will *review, process, confirm dates, and email back your bookstore voucher and receipts.*

### Required Textbook

The ServSafe Manager 7th edition with Answer Sheet is available to purchase from the GCC Bookstore at \$121 per copy. To purchase, present the GCC Bookstore voucher. GCC will email you upon confirmation of your registration. The textbook sale is final and not returnable. The GCC Bookstore's operating hours are limited. Please call the bookstore at (671)735-6018 before proceeding to the GCC campus.

### On the Day of the Workshop

1. Bring a picture ID on your exam day.
2. Bring your own #2 Sharpened Pencil (Bring Extra)

3. Please DO NOT come to the Workshop if you are feeling sick. Call GCC at (671)735-0110 Ext. 0440
4. Ensure to write your email address on your Answer Sheet.

## Certificate

If you score 75% and up, you will receive your ServSafe certificate via the ServSafe website. Log on to [www.servsafe.com](http://www.servsafe.com) [5] and create an account. If you score between 70% - 74%, a GCC FSMC certificate will be issued to you.

## Retesting Policy

Only ONE FREE retest is allowed, which must be taken within six months of the exam.

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### For additional information

Call: Liberty Pinaula, (671)735-5641 Ext. 5526

Email: [libertyanne.pinaula@guamcc.edu](mailto:libertyanne.pinaula@guamcc.edu) [6]