



PO Box 185, Castlemaine, 3450

## **REQUIREMENTS FOR TEMPORARY FOOD PREMISES AND FOOD HANDLERS**

Temporary Food Premises are to be registered with their home Council (i.e. where food is prepared or stored). Mount Alexander Shire Council recognizes other Councils registration certificates. However operators must submit a Registration for a Temporary Food Premises form to inform Council of the intention to trade within the Council. Temporary Food Premises that are exempt from registration (i.e. low risk pre-packaged foods) still need to notify Council of the intention to trade.

Operators should check with market or event organizers to ensure they have a stall available.

Operators may also require a local laws permit to trade.

All temporary food premises are subject to the requirements under the Food Act 1984. Temporary food premises are subject to inspections by Environmental Health Officers and are to comply with the following conditions.

### **1.0 GENERAL**

1.1 A temporary food premises consists of a food stall of which the roof and three sides are or may be covered with plastic sheeting, vinyl or other approved material, or approved food vehicle.

1.2 Where a temporary food stall is erected on unsealed ground, a suitable impervious material shall be laid over the ground area of the stall.

1.3 All benches and tables must have surfaces that are smooth and able to be cleaned. Where timber is used, it must be free of cracks and appropriately sealed.

1.4 The temporary food premises must be kept in clean and sanitary condition and all fixtures, fittings and equipment should be in good condition.

1.5 Animals must not be allowed in the food preparation area or service area at any time.

### **2.0 FOOD TRANSPORTATION & STORAGE**

2.1 All food stuffs must be stored in sealed and labelled containers and be transported to the site in refrigerated vehicles, approved/insulated vehicles or, for small quantities (of approved food products only), in large eskies packed with ice, and be maintained at a temperature of less than 5°C.

2.2 Previously prepared hot foods must be stored in sealed containers and be transported in heated containers capable of maintaining the food at a temperature greater than 60°C.

2.3 Food not requiring refrigeration, such as fruit, bread and the like, must be stored in dust-proof containers.

2.4 Raw and cooked foods must be stored and handled separately to prevent cross contamination.

### **3.0 PROTECTION OF FOOD**

3.1 Disposable eating and drinking utensils only shall be used.

3.2 All food stored inside the stall shall be stored 750 mm clear of the ground and covered or in closed containers.

3.3 Food shall not be displayed so as to be openly accessible to the public. A physical barrier shall be provided by means of sandwich display type counters, Perspex glass sneeze guards or clear plastic siding to the stall.

3.4 All condiments such as sauce or mustard shall be contained in squeeze type dispensers or otherwise in individual sealed packs.

3.5 All disposable eating utensils shall be pre-wrapped in paper napkins, cellophane bags or similar material prior to distribution to the public.

3.6 Drinking straws, paper cups, spoons etc. shall be enclosed in suitable dispensers or otherwise protected from contamination.

3.7 Tea, coffee, cordial or other beverages shall be dispensed from an enclosed or lidded receptacle equipped with a tap or spout.

#### **4.0 WASHING FACILITIES**

4.1 Separate hand washing facilities and utensil washing facilities shall be provided within the stall (e.g. two plastic dishes of adequate size for cleaning hands and utensils) and a supply of hot and cold water shall be immediately available to the food stall.

4.2 Hand towels, liquid soap (germicidal) and detergent shall be provided in each food stall adjacent to hand washing facilities.

4.3 Food grade detergents and sanitisers should be used on all food contact surfaces.

#### **5.0 FOOD TEMPERATURE CONTROL**

5.1 All takeaway food prepared in the stall shall be for immediate sale and consumption unless a suitable food warmer or food display, maintaining the food at a temperature of at least 60°C (hot foods) or below 5°C (cold foods), is provided.

5.2 Pre-prepared food products or pre-cooked food consisting wholly or in part of fresh cream, custard, trifle, or any similar food which promotes bacterial growth shall not be sold from a food stall, unless stored or displayed under refrigerated conditions.

5.3 All raw food and perishable foods such as steaks, hamburger patties, frankfurts, shall be stored in a portable cooler together with an adequate supply of ice or a cooling medium.

5.4 The sale of pre-cooked chicken or pre-cooked chicken pieces or pre-cooked rice from a one day food stall is not permitted.

5.5 All food stalls must have a thermometer which is accurate +/- 1°C. The thermometer shall be cleaned and sanitised before use and in between uses on different foods, so as to prevent cross contamination.

#### **6.0 COOKING**

6.1 All heating and cooking equipment including open flames, barbeques and cooking plates shall be located within the stall or otherwise suitably protected from contamination.

6.2 Raw foods awaiting cooking and foods which have been cooked shall not be displayed outside the stall. Raw foods awaiting cooking shall not be stored or held outside the stall.

6.3 The cooking area shall be kept free from dust-borne contamination and droplet infection (coughing, sneezing etc. by the public).

6.4 Cooking and heating equipment shall not be within reach of the public.

6.5 A fire extinguisher of adequate size shall be provided convenient to every stall where open flame cooking is carried out.

6.7 Where cooking is carried out, provision shall be made to protect the stall walls from heat, flame and splashing.

#### **7.0 LABELLING**

**This section should be read in conjunction with another Council document titled Food Labelling Requires for Community & Farmers Markets**

7.1 Unless the food is sold at the place where it is manufactured, there are specific requirements in respect of labelling, these name of product, ingredients, manufacturers name and address, mandatory warnings, ingredients and nutritional information.

7.2 If any foods contain royal jelly, a warning statement must be included on the label.

7.3 There are no requirements to label foods sold at fund-raising events (other commercial temporary food premises at community events must adhere to the requirements of the Food Standards Code).

However relevant information must be available to the public if any of the ingredients may cause allergic reactions. These ingredients include:

- ❖ Gluten a substance found in wheat, rye, barley, oats and spelt, and therefore present in foods made from these grains, such as flour
- ❖ Fish, fish products, crustacean (shellfish) and products
- ❖ Eggs and egg products, milk and milk products

- ❖ Soya beans and products
- ❖ Peanuts and products
- ❖ Sesame seeds and products, and other nuts and products
- ❖ Sulphites (a preservative)
- ❖ Royal jelly (secretion from the salivary gland of bees)
- ❖ Bee pollen (pollen collected from the legs of bees)
- ❖ Propolis (a substance collected by bees)

7.4 If you wish to label foods sold at fund-raising events it is recommended you include:

- ❖ A description of the food, for example 'strawberry jam' or 'chocolate cake';
- ❖ The name and address of the person or company who made the food, so that the maker can be traced if there is any problem with the food.
- ❖ The organizer should keep a food providers list which will identify the origin of all foods provided to the organization. A street address is needed, as a post office box cannot be traced;
- ❖ A list of ingredients;
- ❖ A 'best before' date to indicate how long the food will keep; and
- ❖ Any special storage conditions, for example 'keep refrigerated'.

A simple handwritten label is fine.

## **8.0 RUBBISH DISPOSAL**

8.1 Suitable garbage disposal receptacles shall be provided near the stall for the public to dispose of used takeaway food containers and the like.

8.2 Adequate arrangement shall be made for the storage and frequent removal of garbage generated inside and outside the food stall.

8.3 Ensure the site is left clean and tidy after the event.

## **9.0 BASIC RULES FOR FOOD HANDLERS**

9.1 All persons engaged within the temporary food premises shall:

- ❖ be clean and of good health;
- ❖ wear clean, light coloured clothing and a light coloured apron without pockets;
- ❖ have hair tied back and wear clean hair covering (hat, hair net etc);
- ❖ wash hands before starting work, after every break, always after visiting the toilet, after smoking, after touching their hair, face or body and when hands are unclean or contaminated with raw foods;
- ❖ cover all cuts and burns on hands, arms and face with waterproof dressings (bright in colour);
- ❖ not wear false fingernails or have nail polish on their fingernails and wear minimal jewellery;
- ❖ not lick fingers when handling or wrapping food, nor blow into bags or use hands to open bags when serving food;
- ❖ not cough or sneeze over food;
- ❖ keep themselves and their working areas clean, neat and tidy;
- ❖ not touch their hair, face or body whilst engaging in food handling; and
- ❖ use clean tongs or similar implements and/or wear single use disposable gloves when handling unwrapped food.
- ❖ not smoke in or near the temporary food premises

If any further information is required on these requirements, please contact your Environmental Health Officer, or visit [www.foodstandards.gov.au](http://www.foodstandards.gov.au) and refer to one of the following Food Safety Fact Sheets:

- ❖ Labelling
- ❖ Temperature control
- ❖ Sausage sizzles and barbecues
- ❖ Preparing and cooking food
- ❖ Transporting food
- ❖ Health and hygiene for food handlers

## **TEMPORARY FOOD PREMISES CHECKLIST**

Have you: \_

- identified all volunteers participating in the event?
- provided volunteers with relevant food handling and hygiene information?
- checked that hand washing facilities will be provided?
- checked that potable (drinkable) water will be available onsite or transported to the site?
- checked whether power or gas is available?
- recognised any allergy causing ingredients in the foods?
- checked labelling requirements of your food products?
- determined how to dispose of wastewater and rubbish?
- checked that the temporary food premises are clean and appropriate?
- checked that adequate temperature control equipment for food storage and display will be available?
- checked that a thermometer will be available if potentially hazardous foods will be handled?

If you have not ticked off all the above items, you need to consider what can be done to ensure that your organisation meets the requirements.

Please contact the Council's Environmental Health Officer on 5471 1700 should you have any enquiries.

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