

GUIDELINES FOR TEMPORARY FOOD PREMISES (FOOD STALLS)



RESPONSIBILITIES

Persons within the stall are obliged to take all steps, not limited to complying with these requirements, to prevent food poisoning arising from consumption of food from their stall. If you have any questions please contact Environmental Health Officer.

Authorised officers have the power to enter and inspect premises and occupiers are requested to co-operate with the officers. All officers carry identity cards.

It is the responsibility of the organising body of the fair, carnival, etc to ensure that all proposed food stallholders make personal contact with the Environment Health Officer prior to the establishment of the food stall. It shall also be the responsibility of the organising body of the fair, carnival, etc to ensure the compliance of all food stalls with these requirements.

GENERAL

1. Temporary food premises are permitted to operate for one (1) day only (***not applicable to Trading in Public Places Licence holders***).
2. Permission is to be obtained from, and all appropriate fees are to be paid to, the organisers of the events at which the stalls are to be held.
3. All food on the stall is deemed to be for sale to customers. Unless the food is in a container (with lid) and marked "Not for sale".
4. All pre-packed food shall be labelled in accordance with the relevant legislation. There are pamphlets about food labelling and food additives that will be helpful in this aspect.
5. No animals are permitted within the stall, and where possible kept totally away from the stall.

FOOD STALL GENERAL REQUIREMENTS

6. Stalls are not to be located in close proximity to events or activities that may create or cause any dust problem.
7. If the stall is on unsealed ground, a suitable impervious material shall be laid over the ground area.
8. Unless the food is pre-packed food, the stall is to be enclosed with roof, and three sides. These are to be covered with plastic sheeting, vinyl, or as approved by the Manager Health Services.
9. All material used must be clean and capable of being kept clean during the duration of the event.
10. All equipment, fixtures, and furniture are to be smooth, impervious, and free from cracks and crevices.
11. All items required to be provided shall be available and operating when the stall is operating.
12. The stall and equipment must be kept free of grease, food scraps, dirt, and dust by regular cleaning. Therefore, adequate supplies of detergent, mops, clean cloths, etc, must be available at the stall for cleaning purposes.

WASHING FACILITIES

13. Separate hand washing facilities and utensil washing facilities shall be provided within the stall. Hot and cold water is to be available,
14. Hand washing facility is to be a water container with a tap (or similar) and a bowl to collect the water. Hands should be washed directly under water running from the tap and the water collected in the bowl. The bowl should be emptied frequently. Next to the facility soap, clean towels (preferable paper, disposable towels), and bin must be provided.
15. Utensil washing facilities is to be at least a bowl that is of a sufficient capacity for adequate cleaning. The water in the bowl is to be emptied frequently. Detergent must be provided at the bowl. It is advisable to provide a bench or worktop adjacent to the sink for draining/storing washed equipment. If only pre-packed food is sold this washing up facilities will not need to be provided.
16. Disposal of water to Council's satisfaction. Wastewater is not to be deposited into storm water drains or onto grass or paved areas.

DRINKING AND COOKING WATER

17. All water used for cooking and drinking must be stored in clean containers with tight fitting lids. These need not be additional to the containers for washing water.
18. Only potable, town water or bottled can be used.

PROTECTION OF FOOD

19. Food must be covered at all times to protect it from contamination
20. All food is to be stored within the stall, and be 750 mm above the ground.
21. Provision shall be required for screening or shielding the stall to protect any perishable food from direct sunlight.
22. 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.
23. Bain-maries and refrigerated displays must be fully enclosed.
24. Care should be taken to prevent contamination of one food from another, particularly between raw and cooked or ready-to-eat foods. This can be achieved storing the food in separate areas, by the use of separate containers and utensils, by frequently washing hands/changing gloves and by separate staff handling raw and cooked or ready-to-eat foods.
25. All condiments such as sauce, mustard, etc, shall be contained in squeeze type dispensers or in individual sealed packs.
26. Disposable eating and drinking utensils only shall be used. Such utensils must not be left open to contamination and must not be washed and reused. This includes straws.
27. Tea, coffee, cordial, and other beverages shall be dispensed from an enclosed or lidded receptacle equipped with a tap or spout.
28. Do not use food that has been reheated.

FOOD TEMPERATURE CONTROL

29. It is important the certain foods are stored at the correct temperature. Foods that require special storage conditions include:
- Milk and dairy products;
 - Products which contain cream, custard, trifle, etc;
 - Meat and any dishes containing meat (including seafood);
 - Prepared vegetable dishes; and
 - Cooked rice.
30. Foods that require special storage conditions must be either below 5°C or above 60°C at all times.
31. Please note that authorised officers have the power to confiscate food that appears unsafe or unsuitable. Occupiers are advised that food stored at incorrect temperature may fall into this category.

COOKING

32. The following pre-cooked foods are not to be sold: chicken, chicken pieces, or rice. If you wish to sell these, they must be cooked on site.
33. All heating and cooking equipment, including open flame barbecues and cooking plates, shall be located within the stall or otherwise suitably protected from all forms of contamination (including coughing, sneezing by the public). Please note: for safety reasons, it is advisable to have this equipment away from the reach of the public.
34. Adequate provisions shall be made to protect the stall walls and floor from heat, flame and splashing.
35. Where open flame cooking is carried out, a fire extinguisher of adequate size and suitable for extinguishing the type of fire likely to occur, shall be conveniently provided.

SERVING FOOD

36. Self service of unwrapped food is not permitted.
37. Adequate clean serving utensils must be used. Where there can not, staff are either to use disposable gloves (changed frequently) or frequently wash their hands.

PERSONAL HYGIENE

38. All persons preparing, cooking or handling the food must:
- be clean at all times, including having clean outer clothing;
 - have hair tied back, it is also recommended that head covering be worn;
 - be free from an infectious disease and sin sores or lesions;
 - cover all cuts and burns on hands, arms and face with waterproof dressing (preferable of a bright colour);
 - wear no excess jewellery;
 - not eat meals in the food preparation area, nor smoke in stall (wash hands after these activities);
 - not blow into bags or use hands to open bags when serving food;
 - not touch their hair, face or body whilst engaged in food handling (wash hands after these occur); and
 - not cough or sneeze over food (wash hands after cough or sneeze).
39. Regular and thorough hand washing must be undertaken.

40. The Manager Health Services may request that people attend a food safety talk. Or if you wish an Environmental Health Officer may be able to give a talk on food safety issues.

GARBAGE DISPOSAL

41. Suitable garbage receptacles shall be provided near the stall for the public to dispose of used take-away food containers and the like.
42. Receptacles are also to be provided within the stall. They are required to have tight fitting lids and internal plastic liners.
43. Receptacles are to be emptied are required.
44. At the end of trading, all garbage shall be removed and the areas shall be left in a clean and tidy condition.