

# **FOOD NEWS**

#### **REGULAR E-UPDATES**

Council will be providing food businesses in the Cootamundra-Gundagai area with regular updates and information.

e-updates will include information from the NSW Food Authority, any changes to legislation, skills updates for staff, and issues or questions raised at inspections or by business operators.

Information will be sent electronically, so make sure that your details on Council's Food Premises Register are up to date.

#### 2020 FOOD SAFETY CALENDAR

Included with this Newsletter is a copy of the 2020 Food Safety Calendar. These calendars are developed in consultation with Environmental Health Officers and the NSW Food Authority, and provide some great information and tools for your business and staff.

This year a pull out section has been included with templates for temperature logs, cleaning and sanitising schedules, and cooling food.



## FOOD PREMISES NOTIFICATION AND CHANGE OF OWNERSHIP

Did you know that it is a requirement of the *Food Act* that all food businesses notify Council and register their details?

If you start a new business, change ownership, change any details or your business closes or ceases to serve food, you must notify Council.

Council has become aware that there have been several changes to business ownership since the last update to the Register, and in some cases the information held by Council is incomplete.

It would be appreciated if all businesses could please complete the attached form with all current details of your food premises and return to Council.

#### **FOOD RECALLS**

Keep up to date with food recalls . The NSW Food Authority lists all recalls in NSW on the NEWS page on their website.

All recalls across Australia can be found at the Food Standards website.

#### **NEW EHO**

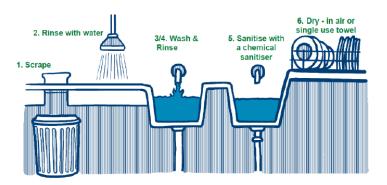
Council's new Environmental Health Officer, Sally Atkinson, commenced working with Council in July, and is available to provide advice or any questions you may have.

For more information on Food Safety: www.foodauthority.nsw.gov.au www.foodstandards.gov.au www.Foodallergyaware.org.au

#### **CLEANING & SANITISING**

Effective cleaning and sanitising in your food business helps protect you and your customers against the spread of bacteria and other organisms that cause foodborne illness. It also helps to reduce the activity of pests in a food premises by eliminating food sources.

Cleaning and Sanitising is a two step process. A surface needs to be thoroughly cleaned before it is sanitised.



**CLEANING** - During the cleaning stage detergents ensure food particles, grease and oil are removed.

**SANITISING** - applies heat or chemicals to a clean surface to reduce the number of bacteria and other organisms to a safe level.

Cleaning and Sanitising is a legal requirement. Ensure that you are using food grade sanitiser, mixed and used in accordance with the manufacturers instructions

For more information, the NSW Food Authority has produced a Factsheet *Cleaning and Sanitising in retail food businesses*, and *Using Chemical Sanitisers in your food business* which is available on their website at www.foodauthority.nsw.gov.au

A clear understanding of correct cleaning and sanitising procedures appears to be an issue in many premises.

Inspections will check your cleaning and sanitising procedures, and your staff's understanding of correct processes.

#### **INSPECTIONS**

You may have been recently inspected in June 2019 by a Contractor employed by Council. Over the coming months Sally will be inspecting any premises that missed out in June and will be following up with any issues that were identified during your inspection.

Council inspects food premises using a standard checklist for compliance with Food Standards Code called the Food Premises Inspection Report (FPAR).

The FPAR features a points systems which helps to determine food safety score for the Scores on Doors program.

As part of the inspection, Council Officers will assess

- general items: that you appointed a trained Food Safety Supervisor (FSS), have an FSS certificate on the premises, and that food handlers have skills and knowledge to handle food safely
- food handling controls: storage, display and transport, processing, the risk of cross-contamination
- cleaning and sanitising, hand washing and proximity of facilities
- food temperature control
- pest control
- premises design and construction: issues such as water supply, disposal, adequate and safe garbage facilities and lighting
- food labelling: accurate and sufficient.

For your information a copy of the inspection sheet has been included.

### FEES AND CHARGES 2019/2020

The Annual administration charge is based on the number of full-time equivalent food handlers working at the premises.

Small Food Business (1-5 FTE) \$150/annum Medium Food Business (6-50 FTE) \$400/annum The Administration charge includes any inspections required.

Previously, food premises have been invoiced for their Annual Administration Fee at the end of the financial year.

This year, inspections will be undertaken throughout the year and businesses will be invoiced for the Administration Fee at the end of the month immediately following their inspection.



#### FOOD PREMISES ASSESSMENT REPORT (FPAR V.6, 01/18)

Trading name	Reference#
Proprietor/Company	Phone
Business details	ABN
	FSS name
	FSS Cert no.

Indicate the following – compliance  $\checkmark$  , noncompliance  $\times$  , or not observed -**General requirements** Food business has notified current details Standard 3.2.2 clause 4 1 If needed, FSS is appointed and certificate is on the premises Food Act 2003 s.106 1 Food handlers have skills & knowledge to handle food safely Standard 3.2.2 3 No handling or sale of unsafe or unsuitable food eg food that is damaged, deteriorated or perished; no use of cracked or dirty eggs or food past use by date Food Act 2003 s.16/17 4 Food handling controls FSS 3.2.2 Food protected from the possibility of contamination; food receipt, storage 5 preparation, display and transport clause 5(1), 6(1), 7(1)(b)(i), (8(1)-(4) and 10(a) 8 Names and addresses are available for manufacturer, supplier or importer of food 1 6 clause 5(2) Potentially hazardous food (PHF) is under temperature control: food receipt, storage, display and transport; less than 5°C or above 60°C. Frozen food is hard frozen cl 5(3), 6(2), 8(5) and 10(b) and (c) 8 Processing of foods; take all practicable measures to process only safe and 8 suitable food; prevent likelihood of contamination; use process step if necessary 8 Cooked PHF is cooled rapidly (2+4 hr rule); items thawed correctly; processed 9 quickly; clause 7(2) and (3) 8 Reheating of PHF is rapid - oven, stove top or microwave but not bain marie 10 8 clause 7(4) Self serve food bar is supervised, has separate utensils and sneeze guard clause 11 1 8(2) 12 Food wraps and containers will not cause contamination clause 9 13 Food for disposal is identified & separated from normal stock clause 11 1 Health and hygiene FSS 3.2.2 Food handlers wash and dry hands thoroughly using hand wash facilities clause 4 15(4) Food handlers avoid unnecessary contact with ready-to-eat food or food contact 15 surfaces by use of utensils, a gloved hand, food wraps clause 15(1)(b) and18 Food handlers do not spit or smoke in food handling areas or eat, sneeze, blow or cough over exposed food or food contact surfaces clause 15(1)(e)-(g) and clause 16 18(3)(c) Food handlers take all practical measures not to contaminate food/surfaces; have 17 clean clothing, waterproof bandages cl 15(1)(a) and (c) and 18(3)(a) Food handlers wash hands when contaminated: before 8 commencing/recommencing work and after: using the toilet, sneezing, smoking, 18 handling raw meat, cleaning clause 15(2) and (3) Food handlers do not handle food if ill (vomiting, gastro) clause 14 and 16 8 19 Hand washing facilities easily accessible and used only for washing of hands, 1 20 arms and face clause 17 (1) Hand washing facilities have warm running water through single spout, single use 8 towels and soap clause 17(1) Cleaning and sanitising FSS 3.2.2 Premises, fixtures, fittings and equipment maintained to an appropriate standard of cleanliness clause 19 8 Food contact surfaces, eating and drinking utensils in a clean and sanitary 23 condition/appropriate sanitising method in use (chemicals or dishwasher) clause 8 Temperature measuring device / single use items FSS 3.2.2 Accurate temperature measuring device readily accessible 1 (digital probe thermometer – accurate to +/- 1°C) clause 22 Single use items protected from contamination and not reused (drinking straws, 1 25 disposable utensils) clause 23 Animal and pests FSS 3.2.2 26 Animals not permitted in areas in which food is handled clause 24 (1)(a) Practical pest exclusion measures used (screens, seals) clause 24(1)(b) Practical measures to eradicate and prevent harbourage of pests used 28 1 (housekeeping, stock rotation, pest controller) clause 24(1)(c) Signs of insect infestation or rodent activity in premises (faeces, egg casings, teeth marks) clause 24(1)

Desi	gn and construction FSS 3.2.3	
30	General design and construction of premises appropriate	1
31	Supply of potable water available	1
32	Effective sewerage and waste water disposal system	1
33	Adequate storage facilities for garbage and recyclables	1
34	Premises has sufficient lighting	1
35	Floors are able to be effectively cleaned, appropriately designed and constructed	1
	and don't permit harbourage for pests  Walls, ceilings are sealed and able to be effectively cleaned, appropriately	1
36	designed and constructed and don't permit harbourage for pests  Fixtures, fittings and equipment are able to be effectively cleaned, fit for their	'
37	intended use, and designed, constructed, located and installed appropriately	1
38	Sufficient ventilation provided within the premises	
39	Adequate storage facilities (personal items, chemicals, food)	1
IVIAIII	tenance FSS 3.2.2 cl 21	
40	Premises, fixtures, fittings and equipment in a good state of repair and working order	1
41	No chipped, broken or cracked eating or drinking utensils	1
Misc	ellaneous	
42	Food labelling complies with the Food Standards Code, 1.2	1
43	For 'Standard Food Outlet', nutrition information displayed	n/a
44	Food business is aware of the Raw Egg Guideline	n/a
45	Food business is aware of its obligations regarding allergens	n/a
	points (4 or 8 point items may significantly impact food safety and s	hould b
**	*** ★ ★ (0-3) □ ★ ★ ★ (4-8) □ ★ ★ ★ (9-15) □	
No g	rade (>15 or any critical 8 point food safety failure)	
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NB: Assessment report contains findings from date/time of inspection only

Officer's Name Officer's signature Date/Times

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#### YOUR BUSINESS IS FOOD

Your Business is Food is an EPA program to assist Food businesses to take some simple steps to boost profits and reduce food waste. In NSW Food businesses throw away approximately 30% of their food which is a lot of money going into the bin.

The Your Business is Food Program is free and provides businesses with information, advice and resources to reduce food waste in your business, while engaging staff and customers in the process.

To sign up or get more information see the Love Food Hate Waste website





Food allergy is a serious issue and everyone working in food service needs to be aware of the risks that food allergies pose.

Four things you can do to help prevent an allergic incident:

- Listen to your customers and be truthful
- Know what's in your food
- Prepare food safely
- Educate your staff and Understand the consequences

If your food does not have a label then you need to be able to provide information on the presence of the above allergens to your customers on request.

(Sesame, Gluten, Tree Nuts eg. Almonds, cashews, cow's milk [includes all dairy], Peanuts, Fish, Eggs, Crustacea [eg prawns, lobster], Soy/soybeans, Lupin)

Allergy awareness is good for your business. Links to further information and training is available at www.foodallergyaware.org.au

#### DOES YOUR FOOD BUSINESS HAVE ACCESS TO A RETICULATED (TOWN) WATER SUPPLY?

If your business is <u>not</u> connected to town water, and the water supply used in your kitchen is from another source i.e bore water or rainwater, you need to be aware of the risks and your responsibilities. Food businesses must ensure that the water they use is safe, and you must be able to demonstrate that.

In addition you need to comply with the requirements for private water suppliers under the *Public Health Act*. If you are not familiar with these requirements, please contact Sally on 1300 459 689 or mail@cgrc.nsw.gov.au, and she can supply you with a copy of the Public Health Guidelines and access to templates and tools to help manage your private water supply.



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