



WARWICK DISTRICT COUNCIL

STANDARD FOR TEMPORARY PREMISES & STALLS

AT MARKETS AND EVENTS ETC.

For some years the Council has worked constructively with market operators, Stoneleigh Park Limited and individual stall holders to establish acceptable standards for temporary food premises. These are the requirements which will attract the approval of food safety officers and, most importantly, enable traders to do that which is reasonably practicable to ensure the food safety of their customers.

HACCP

You must put into place, implement and maintain permanent written procedures based on the HACCP principles.

HACCP means Hazard Analysis Critical Control Point. This is a system which requires you to make an assessment of the food hazards relevant to your business and to put in place food safety controls to ensure that the food you make and or sell is safe to eat.

Your documented food safety management system (e.g. HACPP plans and food safety temperature records) relating to your food operation must be made available for inspection.

READY TO EAT FOODS

In this document *open ready to eat* foods include:

- sandwiches
- salads
- cooked bakery products containing eggs, meat and cheese.
- cooked meats
- sausages/burgers/meat products
- open bread
- cooked pies
- sweets such as fudge and liquorice
- fish
- shellfish
- soft and blue veined cheeses
- ice cream/yogurt/cream
- fresh cut fruit
- olives

Where ready to eat foods are cut up, prepared or made off site and brought in to be simply decanted out on to trays or in to bowls etc as samples there will be no requirement for hand washing facilities on the mobile or stall. However this process must still be carried out hygienically and good personal hygiene must be maintained to prevent contamination to the food samples.

FOOD SAMPLES FOR THE PUBLIC AND CUSTOMERS

Where ready to eat foods are cut up, prepared and handled on the stall or mobile to be served as food samples there will be a requirement for you to provide suitable hand washing facilities on the mobile or stall as detailed in this standard (see **Hand Washing** page 2)

Please contact the Food Safety Team at Warwick District Council for further advice on 01926 456713 or foodsafety@warwickdc.gov.uk

STRUCTURE AND STALL SET UP

Site mobile and temporary stalls on a hardcore surface or suitable hard standing and near to essential services such as water, drainage and electricity.

Stalls or marquees where foods are handled and catering areas must *not* be set up on grass. Flooring should be provided and be of a hard, non-slip and cleanable material such as sheeting, board panels, duck-boarding or plastic matting.

Mobile and temporary stalls must be sited away from sources of contamination or pests. It is not acceptable to locate stalls next to refuse areas or sources of airborne emissions that would present risks of infestation or contamination.

STRUCTURE

Temporary stalls and marquees must be provided with durable and rigid structures such as canvas sheeting to the sides and top of the stall to prevent contamination of foodstuffs by dirt, dust, environment, customers and other forms of external sources of contamination and be proofed against pests, so far as is reasonably practicable. All internal surfaces of mobile and temporary stalls must be constructed of cleansable materials. All stalls must be provided with adequate artificial lighting.

VEHICLES & RECEPTACLES

The vehicles used for transporting foodstuffs must be designed and constructed with washable and durable finishes so as to enable effective cleaning and be maintained in good repair and condition in order to protect foodstuffs from contamination.

Ready-to-eat foods must be transported in sealed, washable, food-grade receptacles or kept suitably wrapped or covered to protect from contamination. Ready-to-eat foodstuffs must *not* be placed directly onto floor surfaces.

HAND WASHING

If you handle open ready-to-eat foods you must provide a wash hand basin in an accessible position. This facility must be fully operational prior to commencing food handling activities.

The wash basin must be provided with an adequate supply of running hot and cold water or mixed hot water, soap and a means of hand drying. The hot and cold water or mixed hot water must be delivered to the basin directly by means of a tap, water pump etc.

The use of kettles, vacuum flasks or jugs to mix hot and cold water is not acceptable. Your hand washing facilities should provide the user with an effective and easy to use facility and so encourage their use.

The supply of **hot water** to this wash hand basin may be provided by the following methods:-

- A direct supply of hot water to a fixed wash hand basin by an instantaneous water heater (“Burco”, “Paloma”, gas or electric or similar) and a piped cold water supply (hand, foot pumped or electric pumped) from a container to a wash hand basin. This will allow for water to be thermostatically controlled or mixed to a temperature that hands can be safely immersed for hand washing. Water heaters and “Burco” boilers should be sited so that they deliver a stream of running water directly into the basin. Water heaters must be of sufficient capacity to provide a constant supply of hot and cold potable water.
- An insulated container of hot water providing a direct piped supply to the fixed wash hand basin. The insulated container must be of suitable capacity and capable of holding the water at a hot enough temperature for hand washing.

The use of disposable gloves, tongs or antibacterial hand gels/wipes does not remove the requirement for you to provide hand washing facilities.

On a mobile unit a wash hand basin should be fixed. On a temporary stall a "Teal Unit" or similar facility is acceptable.

A wash hand basin must be provided with drainage direct into a sealed container.

USEFUL CONTACTS

"Teal" units: Hand washing and sink facilities

Teal Patents Limited,
Unit 2, Waterloo Avenue,
Chelmsley Wood Industrial Estate,
Birmingham B37 6QQ
Tel. 0121 770 0593

<http://www.tealwash.com/>

For hire of "Teal" units or similar facilities at Stoneleigh Park Limited contact the approved contractor, Daly's Heating Contracts. Telephone 02476 465281.

"Teal" units or similar facilities can be hired from HSS Hire Shops. Telephone: 01926 885333

<http://www.hss.com/>

EQUIPMENT WASHING AND FOOD WASHING

Where utensils, food chopping boards or food surfaces need to be cleaned, you will be required to provide a second/separate sink or basin sufficient in size to facilitate their effective cleaning and disinfection. The sink or basin must be provided with an adequate supply of hot water as above for hand washing requirements.

Separate sinks must be provided for food washing if the nature and amount of food preparation, and the volume of equipment washing, demands it. The size of sink needed will relate to the proposed use or size of equipment to be washed. If the same sink is to be used at different times for both food preparation and equipment washing, it must be thoroughly cleaned and disinfected between each process.

Sink facilities must be provided with drainage into a sealed container.

On a mobile unit a sink should be fixed. On a temporary stall a "Teal Unit" or similar facility is acceptable.

PERSONAL HYGIENE

All staff should be reminded of the importance for regular hand washing using soap and hot running water to prevent cross contamination of food and specifically:

- Prior to starting or returning to work.
- After handling raw meats and raw foods.
- After using the toilet.
- After handling rubbish.
- After smoking.
- After taking a break.

All food handlers must wear suitable and clean protective over-clothing such as an apron etc.

Instruct all staff on appointment that they must notify their manager or supervisor if they are suffering any illness such as stomach upset, diarrhoea or vomiting. Consult either a medical practitioner or the Food Safety Team at Warwick District Council (01926 456713) for advice on the exclusion of a food handler and on their suitability to return to food handling activities after illness.

TEMPERATURE CONTROL

Chilled Transport, Storage and Display of Ready to Eat foods

Any ready-to-eat food listed above, which is likely to support the growth of harmful bacteria or the formation of toxins, must be kept at or below 5°C.

When temperature control during transport depends only on insulation it is necessary to ensure that food is properly chilled below 5°C before dispatch.

Mobile and temporary stalls should be provided with mechanical refrigeration equipment to achieve satisfactory temperature control. For short periods of time insulated boxes containing adequate quantities of ice or frozen ice-packs may be effective.

All chilled accommodation should be provided with a thermometer to ascertain and monitor the temperature of chilled foodstuffs. A sanitised probe thermometer will give an accurate temperature of the chilled food.

Temperature displays built into equipment may not show the temperature of food in every part of the unit. Note that temperature regulations relate to the food temperature, not the air temperature of equipment.

Cooking, Reheating and Keeping Hot Food Hot

Ensuring food is cooked or reheated to a core temperature of 75°C for 30 seconds and then held hot at 63°C or above will ensure the food is safe to eat.

You should monitor the core temperature of cooked, reheated and hot held food by using a sanitised digital probe thermometer.

Temperature Records

You are required to keep available for inspection records of:

- Temperatures checks of chilled transported, stored and displayed foods.
- The core temperature checks of cooked, reheated and hot held foods.

Temperature records will serve to demonstrate that you have kept food safe to eat.

The attached sheet 'Food Safety Records' may be used.

CONTAMINATION OF FOOD

Where open ready-to-eat foods are displayed or stored they must be protected from contamination from customers, flying insects etc.

Where such food is placed on display, suitable screening or wrapping of individual products must be provided.

Members of the public must not be allowed to rummage amongst unwrapped foods.

Stored ready-to-eat food must be placed in sealable, washable food receptacles, or kept suitably wrapped or covered. Food must not be stored on the floor.

Ready-to-eat foods must be kept away from raw foods that may contaminate them, during transport, storage, preparation and display.

Minimise the amount of food preparation in mobile or temporary stalls either by choosing menus that only involve simple cook and serve steps, or by arranging more elaborate preparation to be completed in a commercial kitchen.

Any cleaning chemicals and materials must be stored separately to prevent contamination of food.

EQUIPMENT

Equipment must not be used when its condition has deteriorated to a point that it cannot be effectively cleaned or it poses a foreign body or any other risk of contamination.

CLEANING AND DISINFECTION

You must ensure you provide a suitable food grade cleaner such as an anti-bacterial spray, "Milton", "Dettol - antibacterial spray", bleach or sanitiser for the disinfection and sanitising of food surfaces. These must be used in accordance with the manufacturers' instructions and prescribed dilutions to ensure that bacterial contamination is reduced to a safe level.

Disposable cloths should be used in preference to fabric cloths. Keep cloths immersed in a disinfectant solution whilst they are not in use.

WASTE DISPOSAL

Solid waste must be frequently removed from food preparation and storage areas. It must be stored in lidded containers whilst awaiting collection from the site. Where means of liquid waste disposal cannot be linked directly into mains drainage, holding tanks may be used. Liquid waste contained in holding tanks must be discharged carefully so that there is no risk of food contamination. Liquid waste must not be emptied directly on the ground or into the rainwater drainage system.

WATER SUPPLY

Where it is not practicable for temporary stalls to be connected to the mains water supply, tanked supplies or water bowsers may be used. Water supplied in this way to mobile and temporary stalls, must comply with the following standards:-

- The tank must be filled from a potable (drinking) water supply.
- The tank must be kept clean and disinfected frequently.

Empty tanks at least daily and refill with potable water. Filling hoses should be kept clean and off the floor. Sterilise the tank on a monthly basis. Tanks should be enclosed or covered. Clean and wastewater tanks should be clearly identified and labelled.

FOOD HYGIENE TRAINING.

ALL FOOD HANDLERS before starting work for the first time must receive written or verbal 'Induction' Food Hygiene Instructions which are applicable to the types of food/menu they are preparing or handling. This instruction should give them an understanding of the food safety controls you have in place and what their responsibilities are to ensure food is made safe to eat.

In accordance with the Industry Guide to Good Hygiene Practice: Catering/Retail/Markets and Fairs Guide, persons engaged in the handling and preparation of high risk open ready-to-eat foods should receive a minimum of approximately 6 hours basic food hygiene instruction.

This should be to 'Basic', 'Foundation' or 'Level 2 Award in Food Safety in Catering' from an accredited organization such as the Chartered Institute of Environmental Health.

You will be required to provide documentary evidence of training on inspection. (For example, certificates.)

STOCK ROTATION AND FOOD LABELLING

'Use By'

The "Use By" date mark is for perishable foods, which could become a food safety risk, such as meat products or ready prepared meals. "Use By" is a clear instruction that food must be used by the end of the date given on the label.

The law requires that no person should change the date mark and that foods labelled with a use by date must be withdrawn from sale once that date has passed.

It is good practice to date and label raw materials and finished products so as to ensure that food "first in" is used "first out". For instance, food containers of finished foodstuffs should be labelled as to their contents, date prepared and use-by date.

USEFUL CONTACTS

INDUSTRY GUIDE

The Government has produced the “Industry Guide to Good Hygiene Practice:- Markets and Fairs Guide”.

Chadwick House Group Ltd
Chadwick Court
15 Hatfields
London SE1 8DJ Tel: 0207 827 5882 Fax: 0207 827 9930
ISBN 1 902423 00 3

FOOD HYGIENE REGULATIONS

The Food Hygiene Regulations are available from:

The Stationery Office
PO Box 29
St Crispins House
Duke Street
Norwich NR3 1GN

Tel: 0870 600 5522
Fax: 0870 600 5533
Email: esupport@theso.co.uk
Web: <http://www.the-stationery-office.co.uk/>

Food Safety Records

Food Premises:

Week Commencing:

Delivery Temperatures		
<small>Chilled below 8°C Frozen below -18°C</small>		
Date	Supplier	Temp

Unit Number	Fridge Freezer Temperatures													
	<small>Fridges must be below 8°C (Ideally 1-5°C) Freezers must be below -18°C</small>													
	Sun		Mon		Tues		Wed		Thurs		Fri		Sat	
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm
1														
2														
3														
4														
5														
6														
7														
8														

Cooked (C) & Reheated (R) Food and Cooling Temperatures/Times						
<small>Cooked/Reheated temp must be above 75°C; Food must be cooled from 63°C to approximately 30°C within two hours then covered, date labelled and placed in the fridge or freezer</small>						
Day/Time	Food Checked #1	Cooked Temp	+ 2 hours	Food Checked #2	Cooked Temp	+ 2 hours
Sun						
Mon						
Tues						
Wed						
Thurs						
Fri						
Sat						

Hot Held Food Temperatures		
<small>Must be above 63°C</small>		
Day/Time	Food Checked	Temp
Sun		
Mon		
Tues		
Wed		
Thurs		
Fri		
Sat		

Date Code Check	
<small>All food MUST be within its USE BY date</small>	
Sun	
Mon	
Tues	
Wed	
Thurs	
Fri	
Sat	

Corrective Action Taken

Probe Thermometer Check Date: <input style="width: 150px;" type="text"/>	Crushed Ice: <input style="width: 150px;" type="text"/>	Steam/Boiling Water: <input style="width: 150px;" type="text"/>
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Manager's Signature: _____

Date: _____