

# SMALL FOOD AND DRINK OUTLETS

The sale of food directly to the general public needs to be carried out in a hygienic manner with an understanding of the issues that affect food safety.

## FOOD PREMISES REGISTRATION

All food premises must register with their local Environmental Health Department. This is a legal requirement and so that they can keep track of where all food businesses are operating from. Food premises registration is free of charge and must be renewed on change of ownership.

It is likely that you will be inspected regularly by an officer of the council and inspections are likely to be unannounced. You must co-operate with them and allow them into the premises to inspect.

## FOOD SAFETY MANAGEMENT

All food businesses must have a written food safety management system in place. This is essentially the details of how you will handle and prepare food to ensure that it is safe to eat. You can produce your own food safety management system, however, the Food Standards Agency have developed a pack called 'Safer Food Better Business' which you can complete and use for this purpose. There are different versions of the pack depending on what type of business you are (retailer, caterer etc.).

## FOOD PREPARATION AREA

If you supply or sell food you must make sure that the facilities available are suitable for this purpose. Facilities should include:

- Sufficient refrigeration to store the amount of high risk food handled without cross contamination
- Preparation surfaces and a structure which are capable of being effectively cleaned
- Facilities for effective hand washing

- Facilities separate from food storage areas for the storage of cleaning chemicals
- Equipment which is in good condition and can be effectively cleaned.

## PESTS

All areas where food is handled and stored must be effectively protected against entry by pests. Make sure that:

- Gaps surrounding doors are sealed
- The building structure has no holes
- Windows in open food areas which are capable of being opened have fly screens
- Drain openings have covers.

It is a good idea to have a pest management programme in place which includes; carrying out regular site inspections to identify signs of pest activity such as the presence of droppings, gnawed food and shredded packaging.

## FOOD HANDLERS

Food handlers must be supervised, instructed and or trained in food hygiene to a level appropriate to their work. To comply with this it is strongly recommended that the main food handler undertakes the Basic Food Hygiene Certificate course or equivalent. Refresher courses are available to update any existing training.

Food handlers should:

- Be effectively trained and supervised according to their responsibilities and understand the food safety risks



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- Wear clean clothing, and remove any jewellery
- Wash hands before food preparation, after handling raw meat, eggs and pets, and after going to the toilet etc.
- Not carry out any food preparation activities when suffering from sickness and / or diarrhoea, including the 48 hours after the last bout of symptoms.

## STORAGE AND TEMPERATURE CONTROL

In England, all foods which are capable of supporting the growth of harmful bacteria must be kept at a temperature of 8°C or below. It is recommended that a thermometer should be available to take the temperature of any units that you have. When taking the air temperature, a satisfactory temperature would be 5°C, as the temperature of the food items may be 1-2°C higher. Temperatures may vary depending on your location and should be checked accordingly.

It is a strong recommendation to record the temperature of the fridge on a regular basis, so that any deficiencies in performance can be identified and dealt with immediately, and also it could form part of a 'due diligence defence' showing that all reasonable precautions have been taken.

In general, all food should be stored in such a way:

- To minimise any possible cross contamination such as; between raw and ready to eat foods
- All food items should be kept covered if practicable to prevent any possible contamination
- A suitable stock rotation system must be in place.

## CLEANING

Any cleaning materials must be suitable for use in a food environment. Chemicals should be food grade and this should be specified when purchasing products from suppliers.

It is necessary for the chemicals used to be able to reduce the level of bacteria on food preparation surfaces to a safe level. For this reason, it is necessary to use either a sanitiser or a disinfectant, however if using a disinfectant, you must make sure the surface has already been removed of debris and grease. Take note of the instructions on the bottles as it is often necessary to leave the chemical on the surface for a specified period of time so that it cleans effectively.

## USEFUL LINKS

Food Standards Agency:  
[www.food.gov.uk](http://www.food.gov.uk)

### The Next Step

The information provided in this guidance is a brief overview of a diverse work activity. This activity may require further assessment and consultancy work completing to ensure statutory compliance.

NFU Mutual Risk Management Services (RMS) can provide additional support in this area using one of its specialist in-house consultants who are based around the UK.

Please contact RMS on 0800 132 029, where we can discuss your requirements further.

Alternatively please contact your local NFU Mutual office to discuss any requirements or visit the NFU Mutual website to view our RMS services [www.nfumutual.co.uk](http://www.nfumutual.co.uk)



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