

The purpose of this guideline is to provide assistance and education to members of the community that wish to operate a temporary food stall in the Wollongong Local Government Area.

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1 Introduction

Events are a great opportunity for various communities to come together and celebrate a variety of occasions. At almost all events, food is an important aspect of the celebrations and is sold to a large number of people. Therefore, it is critical that the food sold at these events is safe and that consumers are confident that the food they eat won't make them sick. This policy is developed to ensure that food businesses are aware of their legal requirements and to assure the sale of safe food.

1.1 Scope

This policy applies to businesses selling food from a temporary food stall or mobile food vehicle at a temporary event.

1.2 What is a temporary food stall?

A temporary food stall is a temporarily positioned facility used for the sale of any article of food to the public.

1.3 What is a mobile food vending vehicle?

A mobile food vending vehicle includes any vehicle, whether mobile or stationary, used for the purpose of selling any article of food to the public.

1.4 What is a temporary event?

A temporary event is any occasion which is not permanent in nature, where food or produce for human consumption is sold or offered for sale to consumers. Examples include, but are not limited to, fairs, festivals, farmers' markets, shows and markets.

1.5 Obligations on people selling food

Under Section 68 of the Local Government Act 1993, a person must obtain approval from Council to sell food in a public place. A person selling food or operating stalls and outlets used for selling food, produce, fruits and vegetables or prepackaged food for human consumption, is deemed to be a 'food business'. Not-for-profit operations are not excluded. A 'food business' is required to sell safe and suitable food in accordance with the provisions of the NSW Food Act 2003 and FSANZ Food Standards Code 3.1.1, 3.2.2 and 3.2.3.a. Failure to comply with the requirements of the Act may result in prosecution, penalty infringement notices, product seizures, improvement notices or warning letters being issued, or prohibition orders being served. Fines up to \$110,000 for individuals and up to \$550,000 for corporations, and/or two years' imprisonment apply to some offences. It is recommended that all food businesses carry adequate public liability indemnity insurance.

2 General conditions

2.1 Requirements

- a If you are selling butchers' meat, smallgoods, uncooked fermented manufactured meats, raw poultry, or wholesaling/processing meat, poultry, dairy products, seafood or plant products, you will need to be licensed by the NSW Food Authority. Contact the NSW Food Authority before the event to find out the requirements.
- b The prior consent of council is required for the overall event.
- c You must submit a temporary food application to Council prior to operating. This should be provided a minimum 30 days prior to operation at an event.
- d You must register your food business with the NSW Food Authority prior to operating. This can be done at no charge on the NSW Food Authority's website at www.foodauthority.nsw.gov.au.
- e Upon inspection by Council's Environmental Health Office you will be invoiced inspection and administration fees in accordance with Council's current Fees and Charges.
- f Failure to meet any of the above requirements will result in you being unable to sell food within Wollongong City Council's local government area.

2.2 Fees

Under the Local Government Act 1993, section 608, Council charges a fee for inspecting and registering your business as well as an administration fee. The current fees payable are available in Council's Fee and Charges.

2.3 Location of food stalls and mobile food vending vehicles

- a Stalls should be set up on sealed ground sites to minimise dust problems. If only unsealed sites, such as grass or dirt are available, the ground should be fully covered.
- b The open side of the stall/vehicle should not face prevailing winds to reduce dust, odour and insect problems.
- c Wherever possible, stalls/vehicles should be located away from toilet and garbage collection areas to prevent likely airborne contamination.

3 General Requirements

3.1 Toilets

The event management and food business operators should ensure that adequate toilet facilities for food handlers are made available.

3.2 Maintenance

The stall/vehicle and its associated fixtures, fittings, equipment and those parts of vehicles used to transport food, must be kept clean and in a good state of repair and working order, free from dirt, fumes, smoke, foul odours and other contaminants.

3.3 Garbage and recyclable matter

Food business operators (and event management) must ensure there are:

- a adequate bins at appropriate locations throughout the event area;
- b adequately sized, enclosed rubbish bins at each food stall;
- c arrangements to dispose of garbage contents at the end of the day; and
- d recyclable, re-useable or compostable products wherever possible. This can be encouraged by avoiding products with excessive packaging.

3.4 Animals and pests

- a Take all practicable measures to prevent pests (including birds, spiders and flying insects) from entering or remaining in the food stall/vehicle, or in any fixtures or equipment, or parts of vehicles used to transport food.
- b No animal is permitted to enter any food stall/vehicle whether the stall is in operation or not. 'Assistance animals' are permitted in dining and drinking or other 'customer only' areas.

3.5 Water and ice

- a Potable water (ie safe for human consumption) must be used for washing or preparing food or as an ingredient in food. Town water supplies are considered to be potable. The use of water from other sources may be suitable but this should be discussed beforehand with Council;
- b Only materials of 'food-grade rating' should be used to reticulate or store water; and
- c Ice used for keeping food cool or adding to food or drink must also be potable.

3.6 Electricity and gas supplies, fire extinguishers and work safety

- a Food business operators (and event management) should ensure there is a sufficient supply of electricity for food handling operations, particularly hot and cold food holding and water heating;
- b Electricity should be supplied through proper supply poles equipped with all necessary safety devices (as required by legislation). All work should be carried out by a licensed electrician and conform to the relevant Australian Standards. WorkCover NSW requires electrical appliances and leads to be tested at least annually and that identification tags be attached;
- c Gas should be installed by a licensed gasfitter and comply with the relevant Australian Standards. A current compliance plate should be affixed to the vehicle for new installations or for any changes made to existing gas appliances;
- d Gas-fired appliances used in the open should not have a gas bottle greater than 9 kg capacity and the bottle should be secured so that it cannot be tipped over. If using your own gas bottles, ensure they are pressure checked;
- e A fire extinguisher and fire blanket should be supplied in any vehicle or stall where cooking or heating processes are undertaken.
- f Fire-safety equipment should be easily accessible in the event of a fire. The extinguisher should be suitable for dealing with the type of combustible materials present;
- g Fire-safety equipment should be tested annually and have current tagging in accordance with the relevant Australian Standard. Contact NSW Fire Brigades for more information; and
- h All measures should be taken to satisfy required WorkCover NSW conditions to protect the health, safety and welfare of employees and patrons. Contact WorkCover NSW for more information.

3.7 Pollution prevention

The Protection of the Environment Operations Act 1997 requires that operations should not cause any harm to the environment (i.e. air, water, noise and surrounding land environments). For example, waste water should be discharged into the sewer system, not onto the ground. Contact Council for more information.

4 Temporary food stalls

Temporary food stalls should be constructed to ensure food safety, promote a good standard of food hygiene and enable easy cleaning and maintenance.

4.1 Construction of temporary food stalls

The minimum standard of construction for a temporary food stall is:

- a preparation and servery areas to be fully enclosed on three sides;
- b the entire food premises (including barbeques and coolrooms) to be adequately screened to reduce the risk of food contamination and to restrict public access for safety reasons;
- c the floor to be in the form of a groundsheet cut larger than the floor area to enable it to be turned up at the wall and clipped or otherwise fixed into position;
- d walls to be of 'polytarp' or similar non-absorbent material, and able to be easily cleaned. The framework of the wall panels should support the fabric taut and rigid. No part of the walls should flap in the breeze or be otherwise insecure;
- e the ceiling to be of similar construction to the walls; and

- f the whole structure to be securely fixed together when assembled and be secured against wind loadings. For pre-packaged and low-risk foods, there may be exemptions from certain construction requirements due to the reduced food safety risk. Please contact Council if you wish to seek exemptions. Examples of pre-packaged and low-risk foods are pre-bottled/sealed jams, honey, pickles and drinks; pre-wrapped and sealed cakes, toffees and biscuits; and whole fruit, vegetables and nuts intended to be washed or peeled before eating.

4.2 Fixtures

- a Food preparation benches, counters, shelving, stands and the like must be made from rigid, smooth-faced material, free of cracks or joints and be durable. Timber surfaces should be painted, laminated or clear finished. Shelves should be a minimum of 150 mm off the floor. Metal end sections should be sealed; and
- b The preparation and/or display of foods, including unpackaged ready-to-eat foods, must be protected from likely contamination from customers. Sneeze barriers or other protection enclosures should be considered.

4.3 Cleaning and sanitising

- a A sealed container of potable water (minimum capacity 10 litres) with a tap should be provided, together with suitable bowls or containers for cleaning and sanitising. Clean towels and detergent must be provided. For pre-packaged and low-risk foods, there may be exemptions from certain facility requirements due to the reduced food safety risk. Contact Council for details;
- b Re-useable eating and drinking dinnerware and tableware must be washed and sanitised in separate facilities used only for that purpose; and
- c A suitable sanitising agent must be available for sanitising food handling implements and food contact surfaces. Where utensils are stored in a sanitising solution between uses, the solution should be changed frequently to keep it clean.

4.4 Hand-washing facilities

- a A hand-washing facility, separate from other facilities and used only for that purpose, must be provided. The facility must be provided with warm running water. A sealed container of potable water at a minimum of 40^o celsius (minimum capacity 10 litres) with a tap would satisfy this requirement.
- b Liquid soap and paper towels must be provided at or near the hand washing facility and;
- c It is also recommended that a sign which says 'hands only' be provided adjacent to the hand washing facility.

4.5 Waste disposal

- a Sullage water should go to the sewer on site, if available, usually via a surcharge gully near the amenities block. If a sewer is not available, the waste should be disposed of as advised by council; and
- b A garbage bin with a tight-fitting lid should be provided in the stall for solid waste. This should be emptied into the bulk bin or other facility before leaving.

5 Mobile food vending vehicles

5.1 General requirements

- a The design and construction of a mobile food vending vehicle must:
- be appropriate for the types of food stored, prepared and sold;
 - have adequate space for all activities and for all equipment to be used or stored;
 - allow easy cleaning and sanitising of all structures and equipment;
 - prevent the entry of pests, dust, fumes, smoke and other contaminants where practicable; and
 - exclude favourable sites for pests to harbour (live and breed).

- b The design and layout of a mobile food vending vehicle should be well planned and should take into consideration a range of key issues including but not limited to; maximising space without compromising food safety, using effective and durable construction materials, the provision of preparation and storage areas, hygiene requirements such as hand washing and compliance with Food Safety Standards to ensure effective and acceptable operation.
- c Design principles should accommodate food safety flow of product and waste to minimise risks of food and equipment contamination. Separating particular processes should be considered including:
 - raw and cooked foods;
 - hand washing facilities;
 - wash areas;
 - storage facilities; and
 - waste disposal areas
- d Separation of the driving compartment from food storage, handling and serving sections should be considered.
- e The constructional standards required are dependent on the type, extent and frequency of food handling operations. As these operations can vary widely, it is recommended that you contact Council prior to constructing or using a vehicle to sell food.

IMPORTANT: a properly designed and operated mobile food vending vehicle will minimise the opportunity for food to become contaminated.

5.2 Floors

- a Floors are to be constructed of materials which are impervious and durable.
- b The intersections of walls to floors should be coved integral to the surface finish of both the floor and the wall.
- c Floors should be graded to the doorsill or alternatively, a floor waste with a screwed removable plug is to be provided.
- d Floors that are unlikely to pose any risk of contamination of food handled in the vehicle may be exempted from the constructional requirements of these guidelines provided the food business has obtained Council approval.

5.3 Walls

- a Walls are to be provided where they are necessary to protect food from contamination.
- b Walls must be finished with materials suitable for activities conducted in the vehicle and be easy to clean. Light coloured, high gloss, impervious surfaces are recommended.
- c Suitable wall materials in food preparation areas are stainless steel, aluminium sheeting, acrylic or laminated plastic sheeting, or polyvinyl sheeting with welded seams.
- d Architraves, skirting boards, picture rails or similar protrusions should not be used on the walls.
- e Walls at the rear of cooking appliances should be surfaced with a material, such as stainless steel which extends from the canopy to the floor. Where a cooking appliance is sealed to the wall, the material should be lapped over the top edge of the appliance to provide a grease and vermin-proof seal. Cooking appliances should only be sealed to walls made of a non-combustible material.
- f A splashback should be installed to a minimum height of 300 mm above any bench, sink or hand basin and should be constructed using an impervious waterproof material.

5.4 Ceilings

- a Ceilings are to be provided where they are necessary to protect food from contamination.
- b Ceilings must be finished with impervious materials suitable for activities conducted in the vehicle and be easy to clean. A light colour is recommended.
- c Where applicable, the ceiling height should be adequate to effectively conduct food handling activities.
- d Ceilings should be free of open joints, cracks and crevices.
- e The intersection of walls and ceilings should be tight jointed, sealed and dust proof.

5.5 Door and serving openings

- a All openings are to be fitted with close-fitting doors and shutters where practicable to exclude dust, pests and other contaminants. These should be closed during transport.
- b Door and serving hatches should be finished internally with the same standard of material as the walls.

5.6 Conduits and wiring

- a Pipes, conduits and wiring should be concealed in or behind floors, walls and ceilings, or fixed on brackets providing at least 25 mm clearance between the pipe and adjacent surfaces; and 150 mm between the pipe or conduit and adjacent horizontal surfaces.
- b Service pipes, conduits and wiring should be placed in the recessed toe space of plinths or equipment.

5.7 Equipment and appliances

- a Equipment should be either built in with no cavities or mounted on castors capable of being easily moved to facilitate cleaning.
- b Cooking equipment should not be placed beneath windows, wall cupboards, serving openings, shelving or roof vents.

5.8 Lighting

- a Adequate lighting in accordance with the relevant Australian Standards is to be provided to ensure safe food handling.
- b In areas where exposed food is handled or stored, light fittings should be shatter-proof or fitted with suitable light diffusers (covers) to prevent contamination of food by broken light globe/tube glass.

5.9 Ventilation

- a There must be sufficient natural or mechanical ventilation to effectively remove fumes, smoke, steam and vapours.
- b Mechanical ventilation must comply with the relevant Australian Standards.
- c Storage racks should not be fitted above cooking and heating equipment as they can obstruct the airflow.

5.10 Hand-washing facilities

- a Hand-washing facilities must be provided where food contact surfaces or food can be contaminated.
- b The hand-washing facility must be provided with a basin, a supply of warm running water and only be used for that purpose.

- c To allow easy cleaning of hands and arms the basin should be installed at bench height, not under a bench, not be obstructed by other equipment and appropriately fixed to the wall.
- d An impervious splashback no less than 300mm high should be provided behind the basin.
- e The water should be delivered through a single outlet. Hands-free taps should be used where there is a risk of handling unpackaged, ready-to-eat food with bare hands.
- f An adequate supply of liquid soap in a suitable dispenser should be provided adjacent to the basin.
- g Single-use paper towels and a suitable dispenser for waste towels should be provided adjacent to the basin.

6 Food handling

The requirements for handling food for sale for human consumption are outlined in the FSANZ Food Standards Code 3.1.1, 3.2.2 and 3.2.3.

6.1 Food suppliers

Obtain fresh produce and products from reputable suppliers. Keep copies of invoices to trace back if needed in future.

6.2 Transport of food to events

- a All produce, foodstuffs and packaging for the event must be transported so that dust, pests and other likely sources of contamination are excluded.
- b Foods that are required to be stored under temperature control, or kept frozen, must be kept under strict temperature control or frozen during transportation. Food-grade plastic or insulated containers like eskies with tight fitting lids may be used for some foods. Where food comes into contact with the surface of the container, it should be impervious to moisture, constructed of a food-grade material and be capable of being easily cleaned and sanitised. Lids should not be removed from food containers when the vehicle is in motion or unattended; and

6.3 Food storage

- a Food business operators must ensure that all foods are stored so that they are protected from likely contamination and that the environmental conditions will not adversely affect the safety or suitability of the food;
- b There must be separately located storage facilities for items, such as chemicals, clothing and personal belongings, that may contaminate food or food contact surfaces;
- c Food should be stored at least 150 mm above the floor or in suitable impervious containers and, where possible, kept out of direct sunlight;
- d Potentially hazardous foods like poultry, meat, dairy products, seafood and egg-based products must be stored under temperature control. If intended to be stored frozen, the food must remain frozen during storage.
- e Refrigeration facilities should be large enough to hold potentially hazardous foods under temperature control at all times. This may require the use of portable coolrooms. Do not overstock refrigerators or portable coolrooms, as the air will not be able to circulate freely around the foods;
- f Cold foods should be stored at or below 5°C; and
- g Hot food appliances (Bain maries and display cases) should enable hot foods to be kept at or above 60°C at all times.

6.4 Potentially hazardous foods and temperature control

One of the most common causes of food-borne illness is the storage and display of potentially hazardous foods at inadequate temperatures for extended periods. This can lead to the rapid and sustained growth of food poisoning bacteria.

Examples of potentially hazardous foods include: cooked meat; dairy products; seafood; prepared salads; cooked rice and pasta; processed soya bean products and other processed foods containing eggs, beans, nuts, or other protein-rich foods; and foods that contain any of the above foods, such as sandwiches and quiches.

- a A food business must, when storing and displaying potentially hazardous food, store it under temperature control. If the food is intended to be stored frozen, ensure the food remains frozen during storage/display. Temperature control means maintaining cold food at a temperature of 5°C or below, or hot food at 60°C or above;
- b Canned and bottled foods, dried or pickled products and some other processed foods, such as dried pasta, pasteurised juices and dried powder products, are not considered to be potentially hazardous unless opened or reconstituted; and
- c All food businesses that handle potentially hazardous foods are required to have a readily accessible, accurate, probe-type thermometer. Ensure the thermometer probe is cleaned and sanitised before it is used. It is good practice to monitor the temperature of hot or cold foods under operating conditions to ensure adequate temperature control is being maintained.

6.5 Cross-contamination

Adequate measures must be taken to prevent cross-contamination from raw foods to cooked foods. This includes:

- a ensuring there are separate utensils for cooked and raw meats, poultry and seafood;
- b covering all food;
- c keeping cooked meat and salads separate from raw meat, raw poultry and raw seafood; and
- d washing your hands after handling raw meats, raw poultry, raw seafood and raw vegetables.

6.6 Food display

When displaying food, you should take all practicable measures to protect the food from likely contamination by customers, dust, fumes or insects. This may mean using plastic food wraps, sealed containers, sneeze barriers, food covers or other effective measures.

6.7 Crockery, wrappings and packaging

- a Single-use, disposable eating and drinking utensils are recommended;
- b If re-useable dinnerware or tableware is used, you will need to demonstrate that you use an appropriate method for cleaning and sanitising them. Machine dishwashers are recommended;
- c Crockery or plastic wares that are chipped, cracked, broken or are in a state of disrepair must not be used in connection with food; and
- d Packaging material must be suitable for food packaging and unlikely to cause food contamination. Only clean, unprinted paper, food wraps or packaging must be used for wrapping or storing foodstuffs.

6.8 Single-use items

Single-use straws, eating utensils and other items that come into contact with food or the mouth of a person, must be protected from contamination until use and not reused.

6.09 Food Safety Supervisor Requirements

All food businesses must ensure that their food handlers have a trained and notified food safety supervisor working in their business.

6.10 Staff illness

- a A person known (or suspected) to be suffering from a food-borne illness or who is a carrier of a food-borne disease, must not handle food, unless all practicable measures to prevent food being contaminated are undertaken. Symptoms may include diarrhoea, vomiting, sore throat with fever, fever or jaundice and infectious skin conditions.
- b A food handler must notify their supervisor if they know or suspect that they may have contaminated food while handling food.

6.11 Requirements for food handlers

When engaged in any food handling operation, a food handler must:

- a not contaminate food or food contact surfaces with their body or clothing;
- b prevent unnecessary contact with ready-to-eat food;
- c wear only clean outer clothing;
- d cover all open wounds with a waterproof dressing;
- e not eat over uncovered food or food contact surfaces;
- f not sneeze, blow or cough over uncovered food or surfaces likely to come into contact with food;
- g not spit, smoke or use tobacco while working in the food stall; and
- h not urinate or defecate except in a toilet.

6.12 Hand washing

A food handler must wash his or her hands using soap and warm water, then dry with single-use paper towels:

- a before commencing or re-commencing handling food;
- b immediately before handling ready-to-eat food after handling raw food;
- c immediately after using the toilet;
- d immediately after smoking, coughing, sneezing, using a handkerchief or tissue, eating, drinking and after touching his or her hair, scalp or a body opening; and
- e before using disposable gloves for handling food. Remember if wearing gloves, you should change them as often as you are required to wash your hands.

6.13 Money handling/touching customers' hands when serving ready-to-eat food

While the likelihood of contamination when exchanging money is low, consideration should be given to minimising the risk.

Examples include using a disposable glove or where sufficient staff are available, nominating one to handle money.

6.14 Cleaning and sanitising

- a The food stall or vehicle must be maintained to a standard of cleanliness where there is no accumulation of garbage or recycled matter (except in appropriate containers), food waste, dirt, grease or other visible matter.
- b All fixtures, fittings and equipment, and those parts of vehicles used to transport food, must be maintained and cleaned so there is no accumulation of food waste, dirt, grease or other visible matter.
- c Eating and drinking utensils must be in a clean and sanitary condition immediately before each use.
- d Bench tops and surfaces of equipment in contact with food and storage appliances must be kept in a clean and sanitary condition to ensure food is unlikely to be contaminated. 'Sanitary' means cleaning first, followed by heat and/or chemical treatment at the right concentration, or some other process to reduce the number of bacteria to a level unlikely to compromise the safety of the food. Chlorine-based sanitisers can be used for this purpose. Care should be taken when using chemical products.
- e The containers used for chemical storage should be appropriately labelled.
- f Chemicals must not be stored near food or any packaging likely to come in contact with food to avoid the risk of contamination.

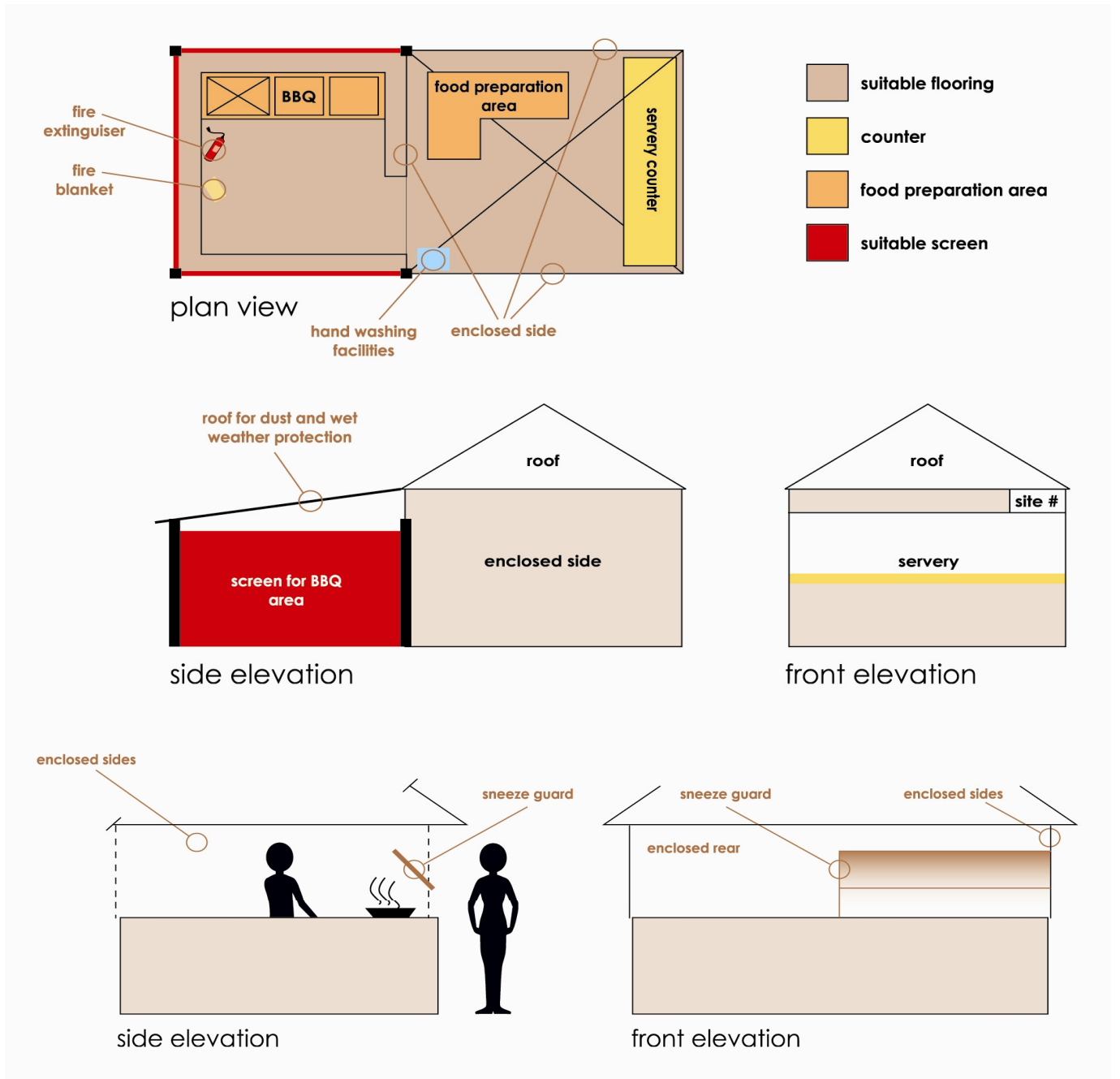
6.15 Labelling

The following requirements are outlined in more detail in the FSANZ Food Standards Code. Pre-packaged products must be clearly labelled with:

- a a description of the food (eg 'strawberry jam' or 'chocolate cake');
- b the name and address of the supplier - a street address is needed, not a post office box number or email address;
- c production lot identification - this assists trace-back of food products that may be the cause of a food-borne illness or other food-safety issues. The presence of a 'date mark' (see below) is sufficient to meet this requirement;
- d mandatory and advisory warnings for unpasteurised milk, aspartame, unpasteurised egg products, quinine, cola with added caffeine and guarana extracts;
- e a list of ingredients, including added water in descending order by ingoing weight;
- f date marking (eg 'best before' date to indicate how long the food will keep) - note that some foods require a 'use-by' date and should not be sold after the expiry date. Packaged foods that need to be consumed within a particular time period for health and safety reasons, should carry date marking in the form of a 'use-by' date, along with other labelling details;
- g storage conditions (eg 'keep refrigerated');
- h nutrition information panel - most packaged food should now display a nutrition information panel, however some foods are exempt from this requirement; and

I characterising ingredient - a characterising ingredient (% labelling) means it is mentioned in the name of the food. For the example 'strawberry jam', the label should show the percentage (%) of strawberries in the ingredient list. While unpackaged, processed foods are exempt from most labelling requirements, consumers who have known allergies need to know if a particular ingredient is present in the food they are eating. Standard 1.2.3 of the FSANZ Food Standards Code requires the presence of some ingredients to be displayed on, or in connection with, the sale of the food containing them. The presence of other foods needs to be either indicated by a display or declared to the purchaser on request. Food sold from stall/vehicles that raise money solely for charitable or community causes and not for personal financial gain no longer need to be labelled. The only exception to this is Royal Jelly or foods that contain it. In these instances a warning statement should be included on the label.

7 Typical food stall



8 Contact Information

Please contact Wollongong City Council on 4227 7111 or the NSW Food Authority for further information.

8.1 Council

Address Wollongong City Council
41 Burelli Street, Wollongong
Phone 4227 7111
Web www.wollongong.nsw.gov.au

8.2 NSW Food Authority

Phone 1300 650 124
Fax 02 9647 0026
Web <http://www.foodauthority.nsw.gov.au>
Email contact@foodauthority.nsw.gov.au

8.3 Food Standards Australia New Zealand

Web <http://www.foodstandards.gov.au/foodsafetystandardsaustraliaonly/>

8.4 Food safety fact sheets:

Web <http://www.foodstandards.gov.au/mediareleasespublications/factsheets/foodsafetyfactsheets/index.cfm>

8.5 Work Cover NSW

Phone 02 4222 7341
Fax 02 4325 4145
Web <http://www.workcover.nsw.gov.au/default.htm>

8.6 Fire and Rescue NSW

Phone 02 9265 2999
Fax 02 9265 2988
Business hours 9 am – 5 pm
Web <http://www.nswfb.nsw.gov.au>

Appendix 1 - Key definitions

Adequate supply of water: Potable water available at a volume, pressure and temperature adequate for the purposes for which the water is used.

Australian/New Zealand Standards: Australian Standard/New Zealand Standards are documents which are referenced by legislation to provide more detail on requirements and technical procedures. These standards can be purchased from Standards Australia on 1300 654 646 or by visiting its website at www.standards.com.au.

Coving: A curved junction between the floor and the wall.

Equipment: Means a machine, instrument, apparatus, utensil or appliance - other than a single use item - used or intended to be used or in connection with food handling and includes any equipment used or intended to be used to clean the food premises or equipment.

Food Business: A business, enterprise or activity (other than primary food production) that involves:

- handling of food intended for sale, or
- sale of food regardless of whether the business enterprise or activity concerned is of a commercial, charitable or community nature or whether it involves the handling or sale of food on one occasion only.

Food Handler: Any person who directly engages in the handling of food, or who handles surfaces likely to come into contact with food for a food business.

Food Premises/Vending Vehicle: Any premises including land vehicles, parts of structures, tents stalls and other temporary structures, boats, pontoons, including premises used principally as a private dwelling but does not mean food vending machines or vehicles used only to transport food.

Food Safety Standards: These are part of the Food Standards Code (under the NSW Food Act 2003 and Food Regulation 2004). They define requirements for food premises (which include vehicles), food handling practices, structural requirements and labelling.

Handling of Food: Includes the making, manufacturing, producing, collecting, extracting, processing, storing, transporting, delivering, preparing, treating, preserving, cooking, thawing, serving or displaying of food.

Potable Water: Water suitable (safe) for drinking.

Potentially hazardous food: Food that has to be kept at certain temperatures to minimise the growth of any pathogenic microorganisms that may be present in the food and/or to prevent the formation of toxins. This may include meat, seafood, dairy products, orange juice and cooked rice.

Sanitising: A process that significantly reduces the number of micro-organisms present on a surface. This is usually achieved by the use of both heat and water or by chemicals.

Sell means:

- Barter, offer or attempt to sell, or
- Receive for sale, or
- Have in possession, display, send, forward or deliver for sale, or
- Dispose of for valuable consideration, or
- Dispose to an agent for sale on consignment, or
- Provide under contract of service, or
- Supply food as a meal or part of a meal to an employee for consumption at work, or
- Dispose of by way of raffle, lottery or other game of chance, or
- Offer as a prize or reward, or
- Give away for the purpose of advertisement or in furtherance of trade, or

- Supply under a contract with accommodation, service or entertainment, or
- Give the food away from a food business to a person, or
- Sell for the purpose of resale.

Sewage: Discharge from toilets, urinals, basins, showers, sinks and dishwashers through a sewer or other means.

Sinks: Includes sinks for food preparation, cleaner's sink, utensil and equipment washing and personal hand washing basins.

Temperature Control: Maintaining food at a temperature of:

- 5°C or below if this is necessary to minimise the growth of infectious or toxigenic micro-organisms in the food so that the microbiological safety of the food will not be adversely affected for the time the food is at that temperature, or
- 60°C or above, or
- Another temperature - if the business demonstrates that maintenance of the food at this temperature for the period of time for which it is so maintained will not adversely affect the microbiological safety of the food.

Unsafe and Unsuitable Food: Food is considered unsafe if it is likely to cause physical harm to a person who might later consume it, assuming they treated the food correctly after purchase. Food is considered unsuitable if it is damaged, deteriorated or perished to an extent that effects its intended use, e.g. out of date, poor maintenance or poor storage of chemicals or contains a substance that is foreign to the nature of the food, i.e. foreign, matter or chemicals which may have fallen into the food.

Warm Water: Not hotter than 50°C. To comply with Australian/New Zealand Standard 3500.4.2 (Plumbing and drainage: Part 4 - heated water services)

Disclaimers

These Guidelines were believed to be correct at the date of its approval.

The Guidelines are for general information purposes only.