

# INFORMATION DOCUMENT

## FOOD SAFETY

If you supply food as part of your activity, it is important to have a robust food safety management system in place.

The size and scope of the system will depend largely on the type and size of the food and beverage operation. You must:

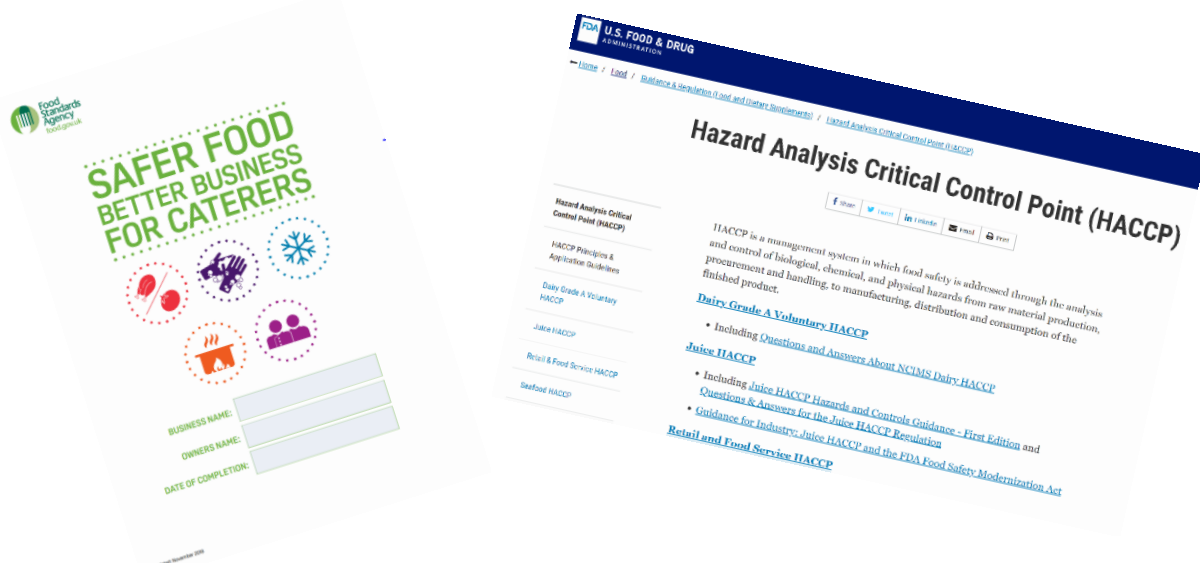
- make sure food is safe to eat
- make sure you don't add, remove or treat food in a way that makes it harmful to eat
- make sure the food is the same quality that you say it is
- make sure you don't mislead people by the way food is labelled, advertised or marketed
- keep records on where you got food from and show this information on demand - known as 'traceability'
- withdraw unsafe food

To ensure that your food safety standards are acceptable, you should write a food safety management plan, following the Hazard Analysis and Critical Control Point (HACCP) principals, or equivalent.

The HACCP plan, or equivalent, keeps your food safe from biological, chemical and physical food safety hazards. To make a plan you must:

- identify any hazards that must be avoided, removed or reduced
- identify the critical control points (CCPs) - the points when you need to prevent, remove or reduce a hazard in your work process
- set limits for the CCPs
- make sure you monitor the CCPs
- put things right if there is a problem with a CCP
- put checks in place to make sure your plan is working
- keep records

There are multiple resources available online for completing a HACCP plan (or equivalent), for instance [Safer food, better business \(SFBB\)](#) or [HACCP Principles & Application Guidelines](#)



## Food contact materials

Materials and packaging that can be reasonably expected to come into contact with food are called 'food contact materials'. These can include:

- packaging
- food processing equipment
- cookware
- work surfaces

To keep food safe for consumption:

- make sure food contact materials don't transfer anything to food they touch
- make sure food contact materials don't change the food they touch
- when inspected, be able to show where the food contact materials came from

## Bacteria and food poisoning

To keep food safe from bacteria, you should follow HACCP. Bacteria that cause serious health problems are:

- E.coli O157 and campylobacter
- salmonella, especially with the storage and handling of eggs

## Food hygiene training

Employers are responsible for staff hygiene training. It can be either a formal programme or informal training, such as on the job training or self study.

## Food allergies

You need to manage food allergies when preparing and selling food.

You need to tell customers if any food they provide contain any of the listed allergens as an ingredient. This may be done as a label on pre packaged food, as a sign on a dish offered as part of a buffet, or information added to a menu.

Consumers may be allergic or have intolerance to other ingredients, but only the 14 allergens are **required** to be declared as allergens. This does not mean, however, that you can't declare other allergens.

The 14 allergens are:

- celery
- cereals containing gluten (such as barley and oats)
- crustaceans (such as prawns, crabs and lobsters)
- eggs
- fish
- lupin
- milk
- molluscs (such as mussels and oysters)
- mustard
- peanuts

- sesame
- soybeans
- sulphur dioxide and sulphites (if they are at a concentration of more than ten parts per million)
- tree nuts (such as almonds, hazelnuts, walnuts, brazil nuts, cashews, pecans, pistachios and macadamia nuts).

This also applies to additives, processing aids and any other substances which are present in the final product.

