

CLUTHA DISTRICT COUNCIL

ADVICE FOR OCCASIONAL FOOD PREMISES

PREPARING FOOD IN THE HOME

The Council is permitted by the Food Hygiene Regulations to treat fundraising operations as occasional food premises, allowing the organisers to operate without a registered food premises being used.

While some of the strict physical requirements of the above regulations are relaxed for such situations, it is important to note that the conduct and maintenance provisions of the Regulations remain in force. Some key areas of interest that may relate to your operation are as follows: -

- Make sure that suitable handwashing facilities are available. These will consist of running water, soap, a nailbrush and single use or disposable hand drying facilities. It is important that direct contact with food is kept to an absolute minimum. The use of tongs or other suitable implements and clean, disposable gloves is recommended. Gloves must be changed regularly, and are available at local pharmacies. Tongs and implements must be changed or washed regularly. Separate tongs must be used for raw and cooked foods.
- Baked products which contain meat or dairy produce such as cheese, cream and custard may only be stored or displayed at room temperature for a maximum of 2 hours. If such food is to be kept longer, it must be stored under refrigeration, or in a chilly bin with freezer packs. Always make sure that such facilities will be available for the required period.
- Baked products, which do not contain meat or dairy products, may be stored for longer periods but all food must be protected from contamination at all times. This can be done by packaging food so it is protected from contamination [e.g. in plastic food wrap], or by using a cover, lid or similar to prevent food becoming contaminated.
- Food workers must ONLY wipe or dry their hands on clean, disposable paper towels or roller towels. Fabric towels will rapidly become soiled and damp and harbour germs.
- A supply of waterproof dressings must be provided in case of cuts or sores. If non-waterproof dressings are used (i.e. Band-Aids) then a disposable latex glove must be worn over the top, as ordinary dressings allow bacteria to pass through, placing food at risk of contamination.
- A suitable surface must be provided for food preparation. This must be able to be readily cleaned, and must be sanitised before use. Branded kitchen sanitisers will suffice for this purpose.

- The labelling of food products is recommended, particularly for items that may be stored in household freezers for reasonable lengths of time. This will enable the purchaser to know who manufactured the product and when.
- Be sensible concerning the areas in which you choose to work. Remember that you are handling food products that people will eat and make sure that the premises you use are clean and presentable. Your customers will judge you by these considerations even though you are not a full time food business.

Should you require any further information or assistance, please do not hesitate to contact the Council's Environmental Health Officers at:-

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