

CLUTHA DISTRICT COUNCIL

ADVICE FOR OCCASIONAL FOOD PREMISES

CHEESE ROLLS

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: -

- If suitable handwashing facilities are not available (i.e. running water, soap, a nailbrush and single use or disposable hand drying facilities) in the working area, it is important that no direct contact with food occurs. 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. If handwashing facilities provided with soap, nailbrush and single use or disposable hand drying facilities are available, workers must be reminded to wash their hands thoroughly at regular intervals, and always after activities that will contaminate hands.
- Cheese, milk, cheese rolls and other perishable foods may be stored or displayed at room temperature for a maximum of 2 hours. If food is to be kept longer, it must be stored under refrigeration, or in a chilly bin with freezer packs. It is recommended that orders be picked up throughout the day as the cheese rolls are made. As orders are collected, people should be reminded of the need to ensure cheese rolls are stored under refrigeration if they are not being delivered within a short time.
- 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.

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- 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.
- 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.
- Where trestle tables are to be used they should be first covered with a suitable, clean material. Clean table cloths or food grade wrapping paper will suffice for this purpose.

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

Clutha District Council
Regulatory Services
1 Rosebank Terrace
P O Box 25
BALCLUTHA 9240
Tel: 03 419 0200
Fax: 03 418 3185
E-mail: help.desk@cluthadc.govt.nz