



# Temporary Food Premises Guidelines

## 1.0 General Information

These guidelines are the conditions that apply to all organisations and individuals involved in the preparation, handling and sale of food at temporary food premises or functions.

- Food for sale shall be prepared under hygienic conditions at all times and people with an illness should not handle food.
- Animals must be excluded from food preparation areas.
- The organiser of any fete, street stall or other similar function from which food is to be sold, displayed, stored or otherwise handled, shall either record the donors names and addresses, together with the type of food that person has prepared or offered for sale at that function, or ensure that the foodstuff is labelled with a means of identifying the donor. These records shall be produced on the request of the Environmental Health Officer.
- Where possible, food should be protected from contamination including dust, insects, direct sunlight and handling by customers. Sealed containers or cling wrap may be used.
- Goods once sold must not be received back for re-sale.
- Adequate rubbish containers should be provided to collect and store waste away from food.
- Where possible food handling operations should occur under cover , by use of a tent , marquee, cabana or other temporary structure, to protect the food prepared from the elements ( sun , wind , rain , dust and insects ) and also provide some comfort to the food handlers.
- Provision shall be made to collect / contain fat from cooking appliances
- Consideration shall be given to provide temporary floor coverings ie matting , tarpaulin etc if the ground surface is dirt , or dusty
- A suitable portable fire extinguisher and fire blanket should be provided at all venues where cooking occurs

## 1.1 Food Safety Requirements

It is a requirement of every individual or organisation conducting a temporary food premises has an appropriate food safety program.

If your event is run by a charitable/community group (not for profit) you are permitted to use the Department of Human Services Food Safety Program – Template for Community Food Events. This publication is available at the internet address:-

[http://www.health.vic.gov.au/foodsafety/downloads/events\\_template.pdf](http://www.health.vic.gov.au/foodsafety/downloads/events_template.pdf)

or alternatively contact our office to obtain a copy. If you use the template for Community Food Events you are required to submit pages 2 & 3 for each event.

## 1.2 Hand Washing Facilities

Hand washing facilities must be provided in every premises where food is sold. These facilities are to be for exclusive use of food handlers. If a hand basin connected to a water supply is not available in the premises, a sealed container with an outlet, such as a thoroughly

cleaned, empty, plastic detergent drum containing water should be provided. A bucket or basin should be provided to collect and contain the used water. Disposable single use paper towels and anti-bacterial liquid soap are also to be provided.

Hand washing with soap must be thorough and frequent.

Hands should be washed under running water.

- Before commencing work
- Before handling food
- After visiting the toilet
- After handling raw food
- After using a handkerchief or nasal tissue
- After handling garbage
- After touching nose, hair, ears, mouth or other parts of the body
- After smoking
- After every break
- After changing babies nappies or soiled clothes
- After handling animals
- After any other unhygienic practice
- When changing disposable gloves
- After handling money

### **1.3 Utensil Washing Facilities**

Utensil washing facilities should be provided in every stall where unpackaged food is sold. These facilities should be the exclusive purpose of washing utensils used during the preparation or handling of food. If a sink connected to a water supply is not available in the premises or nearby, a sealed container with an outlet, as specified in *1.2 Hand Washing Facilities*, containing water is to be provided with a bucket or basin. A water heating device, such as an electric boiler or urn, as well as towels and detergents should also be provided. Utensils should be washed as soon as possible in clean, warm, soapy water and rinsed in clean water.

Note: sullage water collected in buckets must be disposed of into an approved outlet.

### **1.4 Temperature Control**

All high risk foods should be kept COLD, at or below 5<sup>0</sup>C, or HOT, at or above 60<sup>0</sup>C.

### **1.5 Personal Hygiene**

Good personal hygiene is essential to ensure food is not contaminated with food poisoning or food spoilage bacteria. To prevent contamination, every person in a food handling area, even if not actively handling food, must maintain a high standard of personal hygiene and cleanliness.

Long hair should be tied back and limited jewellery should be worn i.e. plain band type rings and plain sleeper earrings. Clean clothing should be worn including a clean apron.

### **1.6 Handling and Preparing Food**

All food must be prepared under hygienic conditions at all times and in accordance with the Food Act 1984.

- All cooked or ready-to-eat food should not be touched with bare hands. Utensils such as tongs, spoons, spatulas or gloved hands should be used.
- All Food handlers should wear a clean washable apron when preparing, handling or cooking food ( it not only looks professional ) but minimises contamination of the food from your ordinary clothing
- When using disposable gloves change them
  - ⇒ Every hour
  - ⇒ When they tear
  - ⇒ When you change tasks like moving from cleaning to cooking, or from food preparation to serving cooked food or handling money.
- Separate utensils, chopping boards, bowls, etc. should be used in the preparation of raw food and ready-to-eat food or cooked food. All utensils, chopping boards, bowls etc, are to be in good condition.
- Raw food and cooked food must be kept separate at all times.
- If food is to be cooked on site, it should be thoroughly cooked and served hot at or above 60°C.
- Pre-prepared food that is to be reheated on site and served hot, should be reheated so that the internal temperature of the food has reached 70°C before serving.
- Frozen food should be thawed in a manner that ensures that the food remains cold, such as under refrigeration. Thawing of frozen food should be done in an area where no other food is likely to become contaminated by liquids from the thawing food.

## 1.7 Transporting Food

It is important to transport food properly to prevent contamination of the food carried in the vehicle and to make sure that the correct temperatures are maintained, so that food does not spoil.

- All food products are to be covered or protected using closed containers or cling wrap during transport.
- Make sure that the time spent in transporting food is kept to a minimum.
- Food, which requires refrigeration, should be transported in a manner that maintains the food at or below 5°C, frozen food should be kept frozen (less than -15°C) and hot food should be kept at a temperature of a least 60°C. Insulated containers should be used.
- Unwrapped food that does not require either refrigeration or to be kept hot should be transported in a suitable cleanable container also covered to prevent contamination.
- Don't allow animals or pets in a food transport vehicle.

### FOR FURTHER INFORMATION CONTACT:

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