

**Harrogate District Christmas Markets
Outdoor Catering - General Guidelines**

FOOD SAFETY

	Required Standard	Advice on how to meet this standard
1.	Training	<ul style="list-style-type: none"> You must be able to demonstrate all staff are trained in Food Safety or appropriately supervised
2.	Transportation of food to the event.	<ul style="list-style-type: none"> Food must be wrapped, covered or placed in suitable containers to prevent contamination. Vehicles and containers must be kept clean and in good repair. High risk food must be transported at the correct temperature (e.g. in insulated containers with ice packs). Traders with larger volume of foods must consider using refrigerated vehicles. A thermometer must be used to check the temperature of high risk foods as they are transported.
3.	Storage and display of high risk foods requiring temperature control at the event.	<ul style="list-style-type: none"> A refrigerated unit or ice packs must be used to keep high risk, ready to eat foods below 8°C e.g. soft cheeses, sandwiches, soups, other dairy products, cooked meats and vegetable products, most smoked or cured meat and fish products. A thermometer must be provided to measure the temperature. Hot food must be kept at a temperature above 63°C. A suitable probe thermometer must be provided to measure cooking and hot holding temperatures. The probe must be cleaned between uses with antibacterial wipes.
4.	Storage of ambient food at the event.	<ul style="list-style-type: none"> Food must not be stored directly on the floor.(ground sheet must be provided where there is no hard standing available) Keep all unwrapped food off the ground. Keep food covered. Open food which is displayed on the stall must be guarded from contamination when customers lean over or brush past the stall e.g. perspex screens.
5.	Cross contamination	<ul style="list-style-type: none"> Ensure that raw food and ready to eat products are stored separately. Provide separate utensils for raw and cooked foods. Ensure good personal hygiene is followed at all times (egg regular washing of hands). Where possible use separate staff for raw and ready to eat foods.
6.	Hand washing facilities	<ul style="list-style-type: none"> You MUST provide your own hand washing facilities which are easily accessible for use by food handlers. This must include a supply of hot water, towels (preferably disposable), bowl and antibacterial soap. For hot water, insulated flasks should be sufficient in most cases.
7.	Cleaning	<ul style="list-style-type: none"> The surface that you lay out or prepare food on must be made of a smooth, impervious material so that it can be thoroughly cleaned and disinfected. Wooden tables must be covered with plastic sheeting or another suitable covering that can be easily cleaned. The same facilities <u>must not</u> be used for washing utensils as those for hand washing – separate bowls or sinks must be used. Regularly wipe down surfaces with a clean cloth using a food grade cleaner and anti-bacterial spray. This must be BS EN: 1276 standard/14476 A supply of hot water for cleaning must be available.
8.	Taster samples	<ul style="list-style-type: none"> Clean plates or dishes are to be used (preferably disposable). Cocktail sticks or tongs should be used to prevent customers handling the food when tasting the samples. Do not leave food that must be chilled for food safety reasons out of temperature control for long periods – keep quantities to a minimum, replenish regularly and dispose of uneaten food if it has been out of refrigeration for 4 hours. It is recommended that in warmer weather samples are disposed of within 2 hours. Ensure food samples are protected from contamination.
9.	Food safety documents	<ul style="list-style-type: none"> If you have a written food safety system, for example Safer Food Better Business or similar, you should have this at the event and the system should be up to date. Monitoring records e.g. temperature checks must also be in use and on site.

10.	Allergen labelling	<ul style="list-style-type: none"> PPDS (Prepacked for Direct Sale) food will have to have the following information on the packaging: <ol style="list-style-type: none"> Name of the food A full ingredients list, with allergenic ingredients emphasised For non-prepacked food, the name of the food and presence of any of the 14 allergens, must be provided to consumers. This can be done: <ol style="list-style-type: none"> On a notice On a ticket On a label that is readily discernible by the purchaser
10.	Food handlers - illness	<ul style="list-style-type: none"> If you have been ill with diarrhoea or sickness DO NOT HANDLE FOOD until you have been symptom free for at least 48hrs. Cuts, spots or sores are to be covered with a blue waterproof dressing.
11.	Water	<ul style="list-style-type: none"> There must be an adequate supply of potable clean wholesome water If water containers are used they must be cleaned and sanitized on a regular basis.
12.	Waste	<ul style="list-style-type: none"> Waste water from sinks, hand basins and bowls should be discharged into the foul water system or into suitable containers and NOT directly onto the ground. Provide adequate storage and disposal for rubbish and other waste.

HEALTH & SAFETY

	Required Standard	Advice on how to meet this standard
13.	Safety of gas appliances	<ul style="list-style-type: none"> All gas installation(s) and gas appliance(s) must be maintained in a safe condition and used according to manufacturers' instructions. Your installations and appliances must have been inspected by a competent, Gas Safe Registered Engineer and must be covered by a current (within the last 12 months) gas certificate. Flexible hosing should be kept to a minimum. Prior to turning on your appliances, all flexible hoses and joints should be checked for leaks by using a proprietary leak test spray or soapy water. Screw driven clips must be avoided as these can be over tightened and damage the flexible hosing. Crimp fastenings should be used instead. All gas appliances must be visually checked to ensure that they are burning correctly and be fitted with flame failure devices. Permanent ventilation must be provided in those areas where gas appliances are operating. Gas cylinders must be secured in an upright position and kept away from heat, ignition sources and open drains.
14.	Electrical appliances	<ul style="list-style-type: none"> All cables and connections must be appropriate for outdoor use - industrial grade BS7179 - and positioned/ secured in such a way as to prevent a tripping hazard. Use clips to secure cables/wires to the stall. All fryers should be fitted with an automatic high temperature-limiting device (operates at a fat temperature of 250°C or lower). All cables, plugs and sockets must be in good condition.

FIRE SAFETY

	Required Standard	Advice on how to meet this standard
17.	Fire extinguisher or fire blanket, if there is a risk of fire.	<ul style="list-style-type: none"> Where there is a potential risk of fire, you MUST have an appropriate fire extinguisher or fire blanket. In the event of a FIRE: - <ul style="list-style-type: none"> - a member of staff must move people away to a place of safety; - Switch off the gas/electric before extinguishing the fire. You and your staff must be able to cut off the gas and/or electrical supplies quickly in the event of an emergency.