



Food Hygiene Regulations – Advice for Businesses Regulation (EC) No. 852/2004 on the Hygiene of Foodstuffs, Article 6 (2)

It is important that your business complies with the law so that the food that you handle and prepare is safe to eat. Compliance with the law also affects the score you may be awarded under the National Food Hygiene Rating Scheme following an inspection. Scores range from 0 to 5, and members of the public have access to this information at <http://ratings.food.gov.uk/>

To help you comply with the law, please find below some information, advice and links to websites that may be useful.

The law relating to food safety is split into two parts; Structural and Operational Hygiene & Food Safety Management Systems.

Part 1: Structural and Operational Hygiene

These are often known as the hygiene pre-requisites and are the foundation for good food safety. They include:

- The construction of the premises (this will depend on the type of food business)
- Layout of the premises (including zoning to prevent cross contamination)
- Maintenance (of the premises and equipment)
- Safe handling practices
- Purchase control (buying safe food from reputable suppliers)
- Pest control
- Cleaning and disinfection
- Waste management (including refuse and waste oil)*
- Water quality
- Maintaining the cold chain (fridges and freezers)
- Personal hygiene and staff health
- Training (equivalent to the Chartered Institute of Environmental Health Level 2 Food Safety in Catering)

** AVDC commercial waste and recycling services are available and can be tailored to suit your needs, taking into account individual frequency of collections, volumes and capacity requirements. You can find out more at <https://www.aylesburyvaledc.gov.uk/commercial-recycling-and-waste-services>*

Further information on each of these is available in the 'Starting Up' guide which has been produced by the Food Standards Agency and is available from <http://www.food.gov.uk/multimedia/pdfs/startingup.pdf>

Part 2: Documented Food Safety Management System or HACCP system

This is a set of procedures and checks which will help to ensure that the food you produce is safe. The type of procedures required will vary, but most businesses such as restaurants, pubs, retailers, cafés and takeaways will require a documented food safety management system, based on the principles of HACCP (Hazard Analysis Critical Control Points).

However, for some very low risk businesses (such as wet sales pubs and small newsagents who do not sell high-risk foods requiring temperature control) having the pre-requisites in place from Part 1 alone will be enough and no documented food safety management system will be required.

To help businesses, the Food Standards Agency has developed 'off the shelf' style food safety management systems designed mainly for smaller catering and retail businesses. Specialist packs have been developed for care homes and child minders. Known as Safer Food, Better Businesses packs, they can be download and printed from www.food.gov.uk/sfbb.

Larger businesses, high risk businesses such as butchers selling cooked meats and caterers with more complex menus may need to develop their own specific documented food safety management systems. In these circumstances we recommend that you obtain the assistance of a competent food safety consultant if you do not have the training and expertise to do this yourself.

The following table gives an indication of the type of food safety management system which we would expect in different types of business:

Type of Business (examples only)	Type of Food Safety Management System Suggested
Pub (no food served other than pre-packed crisps, snacks, etc.) Small retailer selling only pre-packed foods that are room-temperature stable	Prerequisites in place; or A simple documented system; or Safer Food Better Business (Retail Pack)
Home caterer	Safer Food Better Business (Catering Pack); or AVDC Hazard Analysis for Home Cake Makers (<i>available on request</i>)
Small catering business such as a small café, restaurant or takeaway Small office canteen	Safer Food Better Business (Catering Pack) with specialised packs available for Indian and Chinese style cuisines
Small care home	Safer Food Better Business with Care Home supplement
Small retailer with some foods requiring temperature control	Safer Food Better Business (Retail Pack)
Caterer with a complex menu Butcher serving raw and ready-to-eat meats Large scale catering business Hotel with function catering Manufacturer	Fully documented HACCP system which may require the assistance of a food safety consultant.

It is your responsibility to ensure that you have put the appropriate type of food safety management system in place, so if in doubt about the suitability of a particular system then you should contact us for advice.

Food Hygiene Training

You must make sure that have staff who handle or prepare food have adequate training. This can range from issuing simple guidance on food safety and personal hygiene to new members of staff to more formal training. The most recognised food hygiene training is Level 2 Food Hygiene Certificate.

Guidance on control of *E. coli* 0157

The Food Standards Agency (FSA) have produced a factsheet on how to control *E. coli* 0157: <http://www.food.gov.uk/sites/default/files/ecoli-cross-contamination-factsheet.pdf>

The guidance is for all types of businesses that handle both raw foods (that can be a source of *E. coli* 0157) and ready-to-eat foods. The purpose of the document is to provide guidance on the steps for food businesses to take in order to control cross contamination between raw and read-to-eat foods. Following the guidance will also help control cross-contamination from other foodborne bacteria such as Campylobacter, Salmonella and other *E. coli* strains.

Less Than Thoroughly Cooked Burgers

If you intend to offer beef burgers which are less than thoroughly cooked (pink in the middle) there is a requirement to pre-notify the local authority that you would like to do this.

Your attention is brought to the current guidance from the Food Standards Agency to assist you in understanding the controls and systems that can be put in place to serve burgers.

www.food.gov.uk/sites/default/files/consolidated-advice-rare-burgers.pdf

Allergen Regulations

New requirements relating to information about allergens for consumers came into force on 13 December 2014 under the Food Information Regulations 2013. All businesses supplying food to the public will be covered by the requirements.

The FSA have a useful webpage containing guidance and resources which can be printed off and used to help you comply, examples of which are attached to this email. The website is

<http://www.food.gov.uk/business-industry/allergy-guide/allergen-resources>.

If you are using the Safer Food Better Business pack, the SFBB allergies sheet is attached for you to print out, complete and put in your folder.

Inspections

If you have read the documents and web pages we have suggested above we hope you will be familiar with what to expect when we call to carry out our inspection. To make sure you are totally prepared it is worthwhile remembering the following points:

- Inspections may be carried out without prior notice. So, if key staff are going to be away it is important that someone is able to deal with the officer to answer their questions and show them any documents they may need to see.
- Officers have legal powers to enter the premises during hours of operation (even if you are not open to the public at the time).
- Officers will carry photographic identification which you should check.
- Officers will need to inspect various documents as well as inspect the premises itself.
- Following an inspection, officers will inform you if any matters require attention and what you need to do to put them right.
- In certain circumstances the officer may need to take formal enforcement action and you will be advised of this if applicable.