



FOOD SAFETY AND HYGIENE at ELHAP

GENERAL

The Food Safety Act (1990), Food Safety (General Food Hygiene) Regulations 1995 and the Food Safety (Temperature Control) Regulations 1995 exist to minimise risks of food contamination and to maintain food safety. They apply to all employees and users who prepare food for at ELHAP. The Regulations regard ELHAP as a proprietor of food business.

The Manager will appoint from amongst the ELHAP employees, at least one Food Safety Officer. The Food Safety Officer(s) will have undergone food hygiene training and will be there to implement and co-ordinate all aspects of the ELHAP Food Safety and Hygiene Policy, ensuring that all food safety standards are satisfied.

The Food Safety Officer(s) will report to the Manager and will assist in assessing the food hygiene risks to ELHAP's employees, users and visitors and devising and applying measures to improve food safety and hygiene. The Manager will ensure that the Food Safety Officer(s) has adequate time, information, training and resources to undertake their task.

The nominated Food Safety Officer(s) will carry out risk assessments concerning food hygiene and safety, commit it to writing and review it as and when required, at least annually. Records of regular temperature checks of appropriate food and equipment will be integral to such risk assessments.

A poster detailing the designated Food Safety Officer(s) will be located in the upstairs kitchen.

REQUIREMENTS OF GOOD FOOD HYGIENE

- Premises, rooms, equipment, vending machines and containers used for the transport of food are suitable and where appropriate maintained in good repair and condition;
- Food handlers are properly trained;
- Food waste is put for disposal in a timely way, within closable containers which are easy to clean and disinfect, and which are kept in suitable areas.
- Any activity involving food preparation and/or consumption will undergo a risk assessment.

REQUIREMENTS FOR TEMPERATURE CONTROL

Chill holding - food which is likely to support the growth of pathogenic micro-organisms or the formation of toxins must be kept at a temperature of 8°C or below;

Exemptions from 13.3.1 above are:

Food which, for the duration of its shelf life, may be kept at ambient temperatures with no risk to health;

- Food which must be ripened or matured at ambient temperatures, but this exemption does not apply once the process of ripening or maturation is completed;
- Raw food intended for further processing (which includes cooking) before human consumption, but only if that processing, if undertaken correctly, will render that food fit for human consumption;
- Food which is supplied with written instructions concerning keeping the food at or below a specified temperature between 8°C and ambient temperatures and for a period not exceeding a specified shelf life.

Chill holding tolerance periods:

When food is being kept for the first time it may be at a temperature above 8°C (or the recommended temperature) for a period of less than 4 hours;

When food is being transferred to or from a vehicle or when for an unavoidable reason, such as handling during preparation, defrosting of equipment, or temporary breakdown of equipment, the food may be kept at a temperature above 8°C (or recommended temperature) for a limited period consistent with food safety.

Hot holding requirements:

ELHAP will not hot hold any foods.

General temperature requirements:

Foodstuffs which are raw materials, ingredients, intermediate products or finished products and likely to support the growth of pathogenic micro-organisms or the formation of toxins must be kept at temperatures which are consistent with food safety. However, for limited periods outside temperature control are permitted where necessary to accommodate the practicalities of handling during preparation, transport, storage, display and service of food.

Cooling of food:

When food is required to be kept at a temperature below ambient temperature and requires cooling to that temperature, the food must be cooled as quickly as possible following the final heating process or the final preparation stage.

REQUIREMENTS FOR CLEANING AND MAINTENANCE

Premises must be suitable, kept clean, ventilated, maintained in good repair and condition, and unaffected by pests. The design, layout, construction, and size of the premises should be conducive to good food safety.

Adequate hand washing facilities and toilets should be provided. Hot and cold water should be provided to washbasins.

In particular, floors, walls, ceilings and overhead fixtures, windows, doors and other surfaces (including surfaces on equipment) must be easy to clean and designed not to accumulate dirt.

Vending machines must be properly sited, kept clean and maintained in good repair and condition.

Vehicles and containers used for transporting foodstuffs must be properly designed, kept clean and maintained in good repair and condition. Receptacles in vehicles and /or containers must not be used for transporting anything other than foodstuffs where this can result in contamination.

All articles, fittings and equipment, which comes into contact with food, must be properly designed, kept clean and maintained in good repair and condition.

Persons working in food handling areas must maintain a high degree of personal cleanliness. No person known or suspected to be suffering from or to be a carrier of any disease likely to be transmitted through food or with a condition likely to contaminate food shall work in a food handling area.

If it is known or suspected by a food handler that he or she is suffering from or is a carrier of any disease likely to be transmitted through food or with a condition likely to contaminate food he or she must notify the Manager of ELHAP. The ELHAP Manager once notified of such matters should seek the advice of an appropriately qualified Physician.

Food handlers must be adequately supervised, instructed and/or trained in food hygiene matters.

Any person handling food must wash their hands before starting to handle food and after any break, after going to the toilet, after emptying bins and before starting a new task.

Food areas and equipment must be cleaned between tasks, especially after handling raw food.

Any spillages must be cleaned immediately.

Use appropriate cleaning products and always follow the manufacturer's instructions.

Food waste must be regularly disposed of.

STANDARDS FOR FOOD PREPARATION

All staff and users must observe good personal hygiene at all times.

Always use different chopping boards for raw foods and ready-to-eat foods.

Always use the appropriate equipment and utensils for meat/vegetables and raw food/ready-to-eat foods (use appropriate colour coded utensils and chopping boards).

Thoroughly clean equipment and surfaces before and after use.

Avoid unnecessary handling of food – use clean tongs, plates and trays instead.

Keep chilled food out of the fridge for the shortest possible during preparation.

REQUIREMENTS FOR COOKING FOOD

It is essential that all food is thoroughly cooked, especially meat.

When cooking poultry, minced/chopped meat and rolled joints, the centre of the meat must reach a temperature of at least 70°C for 2 minutes or an equivalent time/temperature (see below):

60°C – at least 45 minutes
65°C – at least 10 minutes
70°C – at least 2 minutes
75°C – at least 30 seconds
80°C – at least 6 seconds

When reheating food, especially meat, make sure it is piping hot all the way through and do not reheat it more than once.

If using a probe thermometer to check the temperature of food, care must be taken to not cause contamination. Probe thermometers should be kept clean and disinfected.

Food should be cooled as quickly as possible after cooking. Hot food must not be placed into the fridge because this could warm up other foods within the fridge.

Hot food should always be kept above 63°C.