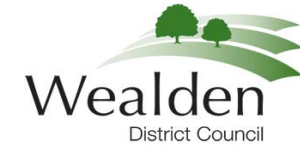


Food Safety Procedures for Low Risk Food Businesses

Name of Business:

Address:



Safe Buying of Food	Please tick	Additional information
<p>We buy food from reputable local shops/supermarkets We always check that the wrapping isn't damaged and is within its date code. We buy food from the local Cash and Carry We transport the food in insulated bags The journey home is less than 1 hour</p>		
<p>Safe Storage of Chilled Food</p>		
<p>All chilled foods are put in the fridge straight away after delivery and preparation. We check the fridge temperature daily to make sure is stored below 8°C.</p>		
<p>Safe Frozen Food</p>		
<p>All our frozen foods are kept frozen solid (ideally -18°C or colder). All our frozen food is kept wrapped.</p>		
<p>Preventing Contamination</p>		
<p>All food is kept covered as much as possible. We keep raw and ready to eat foods apart and use different utensils to handle them. We prepare raw foods on different areas/chopping boards. Raw foods are kept below ready to eat foods when in the fridge. We keep our own food separate from the businesses food. We keep pets out of the kitchen. Food and food equipment is not stored on the floor.</p>		
<p>Safe Cooking</p>		
<p>We always check all our foods to make sure they are cooked thoroughly. We follow the manufacturers information on the wrapping when we use frozen foods. We always make sure the food we serve is within its date code.</p>		

Safe Hot Holding		
We only keep cooked foods hot for short periods (Less than 2 hours)		
Safe Personal Hygiene		
We always wash our hands thoroughly before handling food. We always have a good supply of hot water, soap, and clean towels for hand washing We wear clean overalls/aprons when cooking food. We handle the food as little as possible.		
Safe cleaning and maintenance		
We make sure all preparation surfaces are clean and disinfected before we use them. We use disposable paper towels to wipe down surfaces after disinfecting them (Strongly recommended) Our re-usable cloths are changed regularly throughout service and are washed on a hot washing cycle before re-use. All equipment is thoroughly cleaned and is checked to make sure it is safe to use. We keep our cleaning equipment clean and away from food. We keep cleaning chemicals out of harms way so it won't contaminate food. We keep food preparation surfaces clear of unnecessary clutter. We keep our kitchen, cupboards and work tops in good repair.		
Safe Pest Control		
We check our premises for any signs of pests like rats or mice. We keep food protected from any flies that get in. If we ever find any problems we would call a contractor to deal with them		
Records		
We keep a record of any problems that arise, e.g. with temperature control, in our daily diary		

Signed

Date