



Guidelines for Food Stallholders

This Guideline has been developed to assist you in your application for a Stallholder's Permit (attached). For more detailed information and the legal provisions, reference should be made to the City of Rockingham *Activities in Thoroughfares and Public Places and Trading Local Law 2001*, the *Food Act 2008* and subsidiary legislation. The City's Health Services can be contacted on **9528 0315** for further assistance.

When is an Application Required?

Food Stalls –

A stallholder who proposes to operate a food stall, which will offer food or drinks for sale to the public, must make an application to the City's Health Services.

Events –

Each individual food stall at events requires a separate application for a Stallholder Permit. Every individual food stall at the event requires Public Liability Insurance for ten (10) million (\$10,000,000) dollars, unless insurance has been arranged under the event organiser's insurance coverage.

Market Permit –

A Market Permit can be issued to stall holders who operate a food stall at ongoing approved markets held within the City. The Market Permit allows the stallholder to sell food at any of the approved markets within the City, given that they have obtained consent from the market organiser.

FOOD STALLS	
Food & Methods Permitted	Food & Methods <u>NOT</u> permitted
<p>Low risk foods (associated with a registered food business)</p> <p>Raw fruit and vegetables, bread, muffins, cakes (no cream), nuts, biscuits, jams, honey, pickled products, canned foods, pasteurised juices, powdered drink products.</p>	<p>On site food preparation</p> <p>Where potentially hazardous foods are handled (raw meats), and where a pathogen control measure such as cooking is not utilised - including but not limited to sushi, rice paper rolls, sandwiches / rolls or any other food where direct contact with hands is required.</p>
<p>Correctly labelled Packaged Food</p> <p>Nuts, biscuits, jams, honeys, cupcakes</p>	<p>Boiling</p> <p>More than 5L of water, stock, soup at a time. Less than 5L at a time is accepted.</p>
<p>Barbeques & Sausage Sizzles</p> <p>Sausages, satay sticks, meat patties, fish, vegetables etc.</p>	<p>Deep frying</p>
<p>Reheating</p> <p>Ready to eat meals kept under temperature control – food must be prepared at an approved Food Business within 24 hours of sale.</p>	



TEMPORARY FOOD STALL REQUIREMENTS

General
<ul style="list-style-type: none"> • The stall and equipment should be easily cleanable and weather-proof. • The stall must have a roof, three sides enclosed and a floor covering. • Where a food stall is erected on unsealed ground, a suitable impervious material shall be laid over the ground area of the stall. • The food stall must be kept in clean and sanitary condition and all fixtures, fittings and equipment should be in good condition. • Animals must not be allowed in the food preparation area or service area at any time.
Transportation & Storage
<ul style="list-style-type: none"> • All food stuffs must be stored in sealed and labelled containers and be transported to the site in refrigerated vehicles, approved / insulated vehicles or, for small quantities (of approved food products only) in large eskies packed with ice, and be maintained at a temperature of less than 5°C. • Previously prepared hot foods must be stored in sealed containers and be transported in heated containers capable of maintaining the food at a temperature greater than 60°C. • Food not requiring refrigeration, such as fruit, bread and the like, must be stored in dust-proof containers.
Protection of Food
<ul style="list-style-type: none"> • Raw and cooked foods must be stored and handled separately to prevent cross-contamination. • Disposable eating and drinking utensils only shall be used. • All food stored inside the stall shall be stored 750 mm clear of the ground and covered or in closed containers. • Food shall not be displayed so as to be openly accessible to the public. A physical barrier shall be provided by means of sandwich display type counters, Perspex glass sneeze guards or clear plastic siding to the stall. • All condiments such as sauce or mustard shall be contained in squeeze type dispensers or in individual sealed packs. • All disposable eating utensils shall be pre-wrapped in paper napkins, cellophane bags or similar material prior to distribution to the public. Drinking straws, paper cups, spoons etc. shall be enclosed in suitable dispensers or otherwise protected from contamination.
Food Temperature Control
<ul style="list-style-type: none"> • All takeaway food prepared in the stall shall be for immediate sale and consumption unless a suitable food warmer or food display, maintaining the food at a temperature of at least 60°C (hot foods) or below 5°C (cold foods), is provided. • All raw food and perishable foods such as steaks, hamburger patties, Frankfurts, shall be stored in a portable cooler together with an adequate supply of ice or a cooling medium. • The sale of pre-cooked chicken or pre-cooked chicken pieces or pre-cooked rice from a one day food stall is not permitted. • All food stalls must have a thermometer which is accurate +/- 1°C. The thermometer shall be cleaned and sanitised before use and in between uses on different foods, so as to prevent cross contamination.

Washing Facilities

- Separate hand washing facilities and utensil washing facilities shall be provided within the stall.
- Hand washing facilities must comprise of warm running water (plastic water storage container with a tap), disposable hand towels and liquid soap and a waste water collection bucket.
- Permanent or regular stalls must be provided with a fixed hand wash basin with a constant supply of warm running water.
- Food grade detergents and sanitisers should be used on all food contact surfaces.

Cooking

- All heating and cooking equipment including open flames, barbecues and cooking plates shall be located within the stall or otherwise suitably protected from contamination.
- Raw foods waiting cooking and foods which have been cooked shall not be displayed outside the stall. Raw foods waiting cooking shall not be stored or held outside the stall
- The cooking area shall be kept free from dust-borne contamination and droplet infection (coughing, sneezing etc. by the public).
- Cooking and heating equipment shall not be within reach of the public.
- A fire extinguisher of adequate size shall be provided convenient to every stall where open flame cooking is carried out.
- Where cooking is carried out, provision shall be made to protect the stall walls from heat, flame and splashing.

Labelling

- All packaged food sold in Australia must be labelled in accordance with the Australia New Zealand Food Standards Code. The label should include:
 - A description of the food, for example, 'strawberry jam' or 'chocolate cake';
 - The name and address of the person or company who made the food, so that the maker can be traced if there is any problem with the food. A street address is needed, as a post office box cannot be traced;
 - A list of ingredients;
 - A 'best before' date to indicate how long the food will keep;
 - Any special storage conditions, for example, 'keep refrigerated'.
- A simple handwritten label is fine.
- Relevant information must be available to the public if any of the ingredients may cause allergic reactions. These ingredients include:
 - Gluten, a substance found in wheat, rye, barley, oats and spelt, and therefore present in foods made from these grains, such as flour
 - Fish, fish products, crustacean (shellfish) and products
 - Eggs and egg products, milk and milk products
 - Soya beans and products
 - Peanuts and products
 - Sesame seeds and products, and other nuts and products
 - Sulphites (a preservative)
 - Royal jelly (secretion from the salivary gland of bees)
 - Bee pollen (pollen collected from the legs of bees)
 - Propolis (a substance collected by bees)
- If any foods contain Royal Jelly, a warning statement must be included on the label.



Rubbish

- Suitable garbage disposal receptacles shall be provided near the stall for the public to dispose of used takeaway food containers and the like.
- Adequate arrangement shall be made for the storage and frequent removal of garbage generated inside and outside the food stall.

Hygiene of Food Handlers

- Hands must be washed on a regular basis and food handlers must practice excellent personal hygiene at all times.
- Use clean utensils (tongs) to handle food wherever possible. Where utensils can't be used, disposable gloves shall be worn and changed on a regular basis.
- Cover wounds with a bright coloured waterproof band-aid and disposable gloves.
- All food handlers shall wear a clean head covering (hat or hairnet) and apron.
- Money and food handling activities should be performed by separate people to minimise the risk of food being contaminated.
- All food handlers should have access to sanitary facilities and should be free from symptoms of food borne illness (vomiting and diarrhoea).

Pre-prepared Food

- Food preparation prior to the event must be undertaken in an approved food premises or approved residential premises. Further information can be obtained from the City on request.

Mobile Food Vehicles

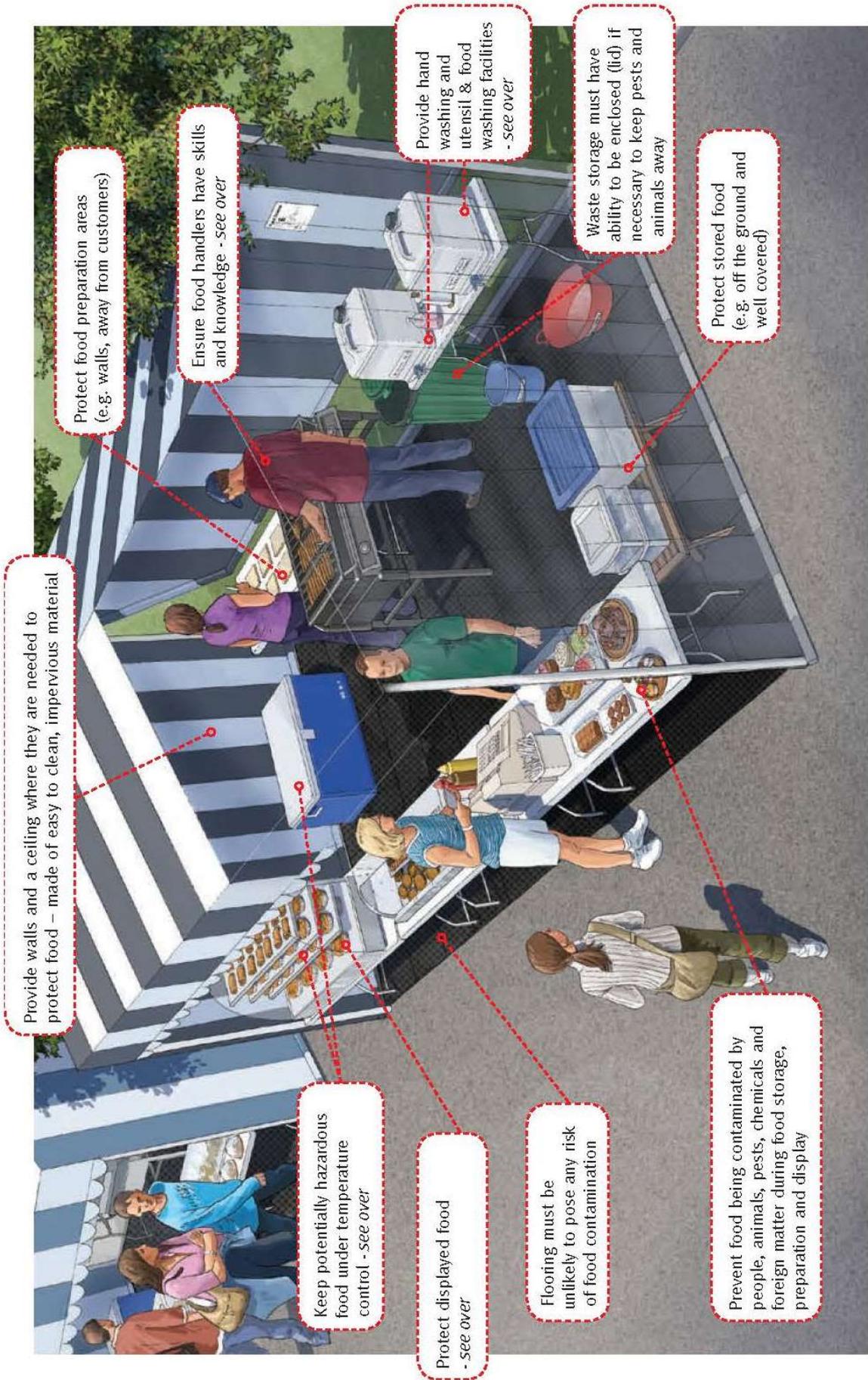
- Foods and methods limited to the Certificate of Registration issued by the approving Local Government Authority

REMEMBER! FOOD SAFETY IS IN YOUR HANDS

Please Note: A Stallholders Permit is NOT transferable and will not be issued to allow trading from road reserves within the City.

Applicants will be held responsible for compliance with the *Food Act 2008*. Offences identified under the Act may result in approval being withdrawn, food products being seized and destroyed, infringement notices being issued or prosecution.

GUIDE FOR THE DESIGN AND OPERATION OF A TEMPORARY FOOD PREMISES (STALL)



Provide walls and a ceiling where they are needed to protect food – made of easy to clean, impervious material

Protect food preparation areas (e.g. walls, away from customers)

Ensure food handlers have skills and knowledge - see over

Provide hand washing and utensil & food washing facilities - see over

Waste storage must have ability to be enclosed (lid) if necessary to keep pests and animals away

Protect stored food (e.g. off the ground and well covered)

Keep potentially hazardous food under temperature control - see over

Protect displayed food - see over

Flooring must be unlikely to pose any risk of food contamination

Prevent food being contaminated by people, animals, pests, chemicals and foreign matter during food storage, preparation and display

This document is for guidance only and is not legally binding. Each premises will be assessed on its own individual food safety risks by the relevant local enforcement agency. Other requirements may also apply (e.g. LPG use, fire control, waste disposal) – seek advice from your local enforcement agency.

Hand washing facilities

Container of sufficient size (e.g. 20 litres) with tap and potable water (warm running water is required unless written approval from enforcement agency)

Liquid soap and paper towels

Container for waste water. The waste water is to be disposed of appropriately (e.g. to sewer or without risk of entering stormwater/ waterways)

Utensil and food washing facilities

Container of sufficient size (e.g. 20 litres) with tap and potable water

Hot water and/or food grade chemical sanitiser for sanitising if needed

Provide separate washing and rinsing containers for food and for utensils, as needed

Food handlers

Ensure food, utensils and food contact surfaces are not contaminated by hands, hair, jewellery, wounds, coughs, etc.



Clean person, attire and habits

No smoking in stall

Money and food handled separately

Must have skills & knowledge in food safety and food hygiene matters

Exposed wounds covered with waterproof covering

Avoid unnecessary contact with food by using utensils or gloves

Hands must be washed whenever they are likely to contaminate food

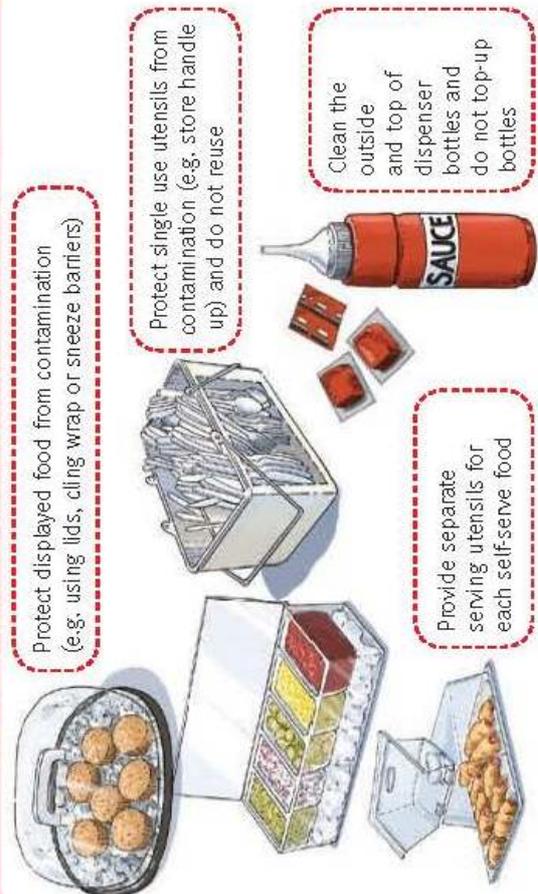
Food display, single use items and condiments

Protect displayed food from contamination (e.g. using lids, cling wrap or sneeze barriers)

Protect single use utensils from contamination (e.g. store handle up) and do not reuse

Clean the outside and top of dispenser bottles and do not top-up bottles

Provide separate serving utensils for each self-serve food



Temperature control of potentially hazardous food

Cold food – ensure 5°C or below

Hot food – ensure 60°C or above

Check food temperature with thermometer (accurate to +/- 1°C)



Please seek advice from your local enforcement agency if planning to use an alternative to appropriate temperature control for display of potentially hazardous food.