

CHARITABLE CAKE STALLS

If you are a Charity you may be able to be considered for an exemption to register as a food business. Although you may be a charity, you can only be considered as an “Exempt Food Business” if your food is prepared and presented for immediate consumption on site or your food is prepared off-site and is a “Low Risk” food under Regulation 10 of the *Food Regulations 2009*).

Cakes although seemingly harmless can be a source of food safety risk if they contain products that promote bacterial growth such as uncooked dairy based products or uncooked eggs.

If your cakes contain such products they are **not** considered to be a “Low Risk” food.

It is therefore suggested that any cakes intended for Charity Cake Stalls that are prepared off-site, not contain uncooked dairy based products or uncooked egg, (That is they must be cooked completely all the way through, i.e. not runny.).

Exempted food businesses such as Charity Cake Stalls, although not subject to registration requirements, **are still subject to the notification** requirements contained within Standard 3.2.2 of the *Australia New Zealand Food Standards Code* (the Code).

To notify an exempt food business, the following information must be submitted to the appropriate enforcement agency:

- _ Contact details of the food business including the name of the food business and the name and business address of the proprietor of the food business;
- _ The nature of the food business;
- _ The location of all food premises of the food business that are within the jurisdiction of the enforcement agency;

Event organisers must comply with the Food Safety Standards.

If the event is a regular/long term occurrence, the requirement for more permanent fixtures should be considered (i.e. hand washing, fixtures for the protection of food) 100% of profits must go to community or charitable causes. For example, profits cannot be used to pay staff.

If you are not a registered charity and intend on donating the money to a charity, evidence of the donation is to be provided within 14 days of the conclusion of your

event that the money has been donated to charity, in the form of a receipt from a registered charity.

The general requirements for the operation of food stalls are listed in the following pages.

1. GENERAL

- Food stalls are to consist of a roof and three sides with a floor (or shall consist of an open food stall which must comply with *Point 8*).
- The stall and components are to be kept in a clean, sound condition and constructed of readily cleanable materials such as plastic sheeting, vinyl or other approved material.
- The floor surfacing is to extend beneath any tables or large appliances and be an easily cleanable surface such as concrete, brick paving, duckboard, tarpaulins, vinyl or heavy duty plastic.
- The location and layout must be appropriate for the intended activity and provide adequate space for fixtures, fittings and equipment.
- Smoking, small children and animals are not permitted in areas where food is prepared, stored or cooked.
- All heating and cooking equipment must be well separated from public contact and adjoining flammable surfaces.
- There must be access to a fire extinguisher if cooking is involved.

2. PROTECTION OF FOOD

- All food is to be adequately protected from dust, pest, sunlight, rain, human contact and other foreign matter.
- Food is to be stored above the ground and stored in sealed, impervious food grade containers or other suitable covering e.g. cling wrap, plastic containers.
- Raw and cooked food must always be stored and handled separately to prevent cross contamination. Separate utensils for raw and cooked foods should be used. Food handlers must also wash hands or change gloves in between the handling of cooked and raw food.
- Disposable eating and drinking utensils only shall be used. The utensils are to be wrapped in paper napkins, cellophane bags or similar prior to distribution to the public and stored so as to prevent any contamination.
- All condiments and sauce are to be contained in squeeze type dispensers or in commercially sealed packs.
- Tea, coffee, cordial and other beverages are to be dispensed from an enclosed or lidded receptacle equipped with a tap or spout.
- Food must be transported in approved/registered food transport vehicles or containers to prevent contamination.

3. FOOD TEMPERATURE CONTROL

- All hot food must be kept above 60°C. All cold food must be kept below 5°C.
- Takeaway food prepared at the food stall must be sold immediately unless there is a suitable food warmer or display cabinet which can keep food hot (above 60°C) or cold (below 5°C).
- Fresh cream, custard or any similar food which promotes bacterial growth must be stored in a refrigerated unit at a temperature below 5°C.
- All food stalls are to have an accurate probe thermometer onsite to monitor the temperature of cold and hot foods.

4. HAND WASHING FACILITIES

- A potable supply of water (ie. Reticulated or a 20L container) must be provided for dishwashing and hand washing purposes.
- Separate basins/containers must be available for hand washing,
- Each food stall is to provide warm running water, liquid soap and disposal paper towels for hand washing and detergent for washing up.
- Where hot water cannot be provided other options may be approved in certain low food risk activity circumstances, for example; use of disposable gloves, hand sanitisers, cold water and liquid hand soap.
- All wastewater must be disposed of to an approved sewage disposal system or to the City of Shire's satisfaction.
- Disposable hand towels, liquid soap and detergent shall be provided in each food stall where washing facilities are required by this Standard.

5. UTENSIL WASHING FACILITIES (Where utensils are required)

- Separate utensil washing facilities shall be provided within the stall for washing and rinsing (eg, A plastic/suitable bowl/container of sufficient capacity for adequate cleaning of utensils and a supply of hot and cold water shall be immediately available to the food stall. (Disposal of wastes to the City of Shire's satisfaction). The water in the containers should be changed frequently so as to maintain wash water that is as clean as can be achieved under the conditions
- Dish washing facilities should be of a sufficient capacity for washing utensils.
- All wastewater must be disposed of to an approved sewage disposal system or to the Shire's satisfaction.

6. HYGIENE

- Food handlers to wear clean clothing, protective aprons and head coverings.
- Food handlers must be clean and free from infectious disease.
- Food handlers are to ensure that any boils, infected wounds or sores are covered using a coloured, waterproof bandage or dressing and disposable gloves.
- Food handlers must have access to approved sanitary (toilet) facilities.
- Money handlers must wash hands or change gloves before handling food.
- Food handlers should have adequate food safety skill and knowledge in relation to the tasks they are undertaking. The Shire strongly recommends the I'M ALERT Training Course.

7. RUBBISH DISPOSAL

- Provide a suitable waste disposal receptacle with a tight fitting lid for all rubbish generated inside and outside the food stall. Provisions must also be made for patrons to dispose of their litter.

8. OPEN FOOD STALLS

- Open food stalls consisting of tables only or tables and trestles, where permitted by these standards, shall be used only for the sale of factory pre-packaged food in hermetically sealed containers (eg, canned or bottled soft drinks, canned foodstuffs).
- No perishable food shall be sold from an open food stall except packaged milk, packaged milk products and pre-wrapped ice cream which must be displayed in a refrigerated unit at a temperature below 5°C or other approved means.

9. LABELLING PACKAGED FOODS

- All pre-packaged food sold for commercial purposes shall be labelled in accordance with the provisions of the Food Standards Code. Food labels must include the following information:
 - 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; and
 - Any special storage conditions, for example 'keep refrigerated'

ARTISTS IMPRESSION – MINIMUM STANDARDS FOR THE OPERATION OF A TEMPORARY FOOD STALL

Ensure a minimum distance of 10 metres separates food operations and any areas that are accessed by animals

Display of current Certificate of Food Hygiene Licence and Registration for temporary food stall

Food display, Food protection, Taste Testing - see next page

Refuse Bin with lid and liner supplied

Enclosed stall (Roof & three sides)
Please Note: Roofing may not be required where:
• Adequate roofing is provided when located within an existing structure; OR
• All food products are pre-packaged (no taste testing)

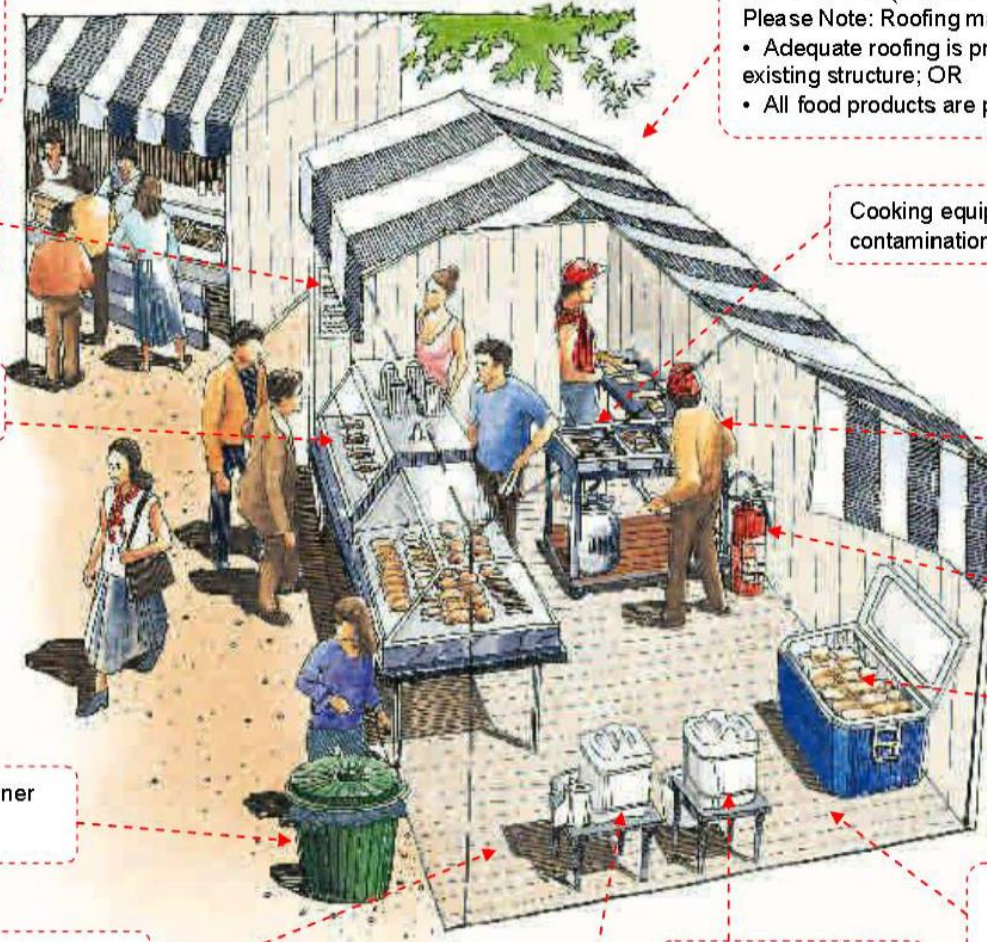
Cooking equipment located to protect food from contamination & ensure public safety

Food Handler – see over

Dry Chemical Fire Extinguisher

Temperature Control for potentially hazardous and perishable foods – see over

Floor Covering – easy to clean, impervious material. **Please Note:** Must be provided if located on




Minimum hand washing facilities



- 20 litre water container with tap labelled 'Hand Washing Only'
- Liquid soap and paper towels supplied for staff use
- Container to catch waste water labelled 'Waste Water Only'. Disposed to sewer

Minimum utensil washing facilities



- 20 litre water container with tap labelled 'Utensil Washing Only'
- Hot water and/or sanitiser available for emergency cleaning
- Container to catch waste water labelled 'Waste Water'

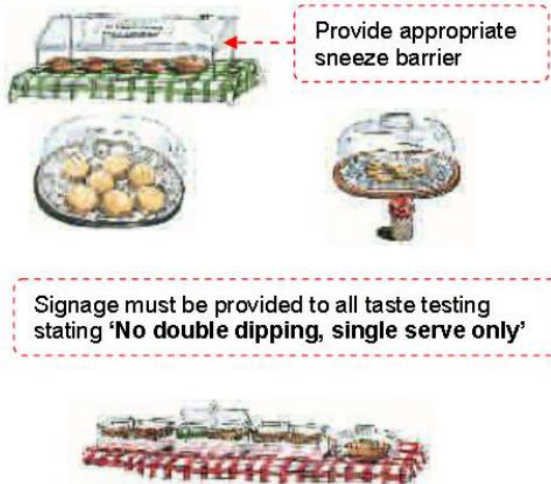
Two containers of sufficient capacity are to also be provided for adequate cleaning of utensils

Food Handlers



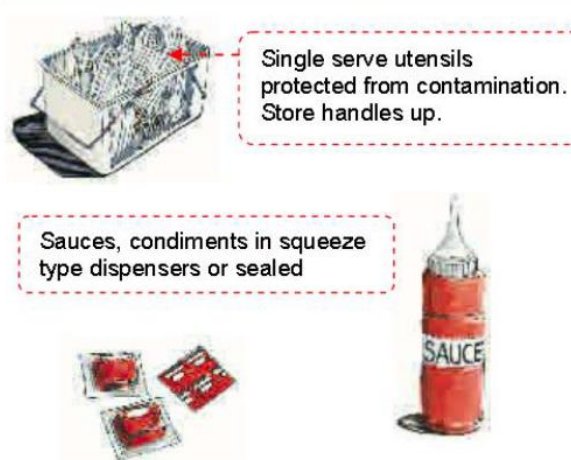
- Money and food handled separately
- Utensils and gloves used to handle food
- Clean person, attire and habits
- Hands must be washed whenever hands are likely to contaminate food
- No smoking within temporary food stalls
- No cuts, illness, sores on food handlers

Food display, food protection, taste testing



- Provide appropriate sneeze barrier
- Signage must be provided to all taste testing stating 'No double dipping, single serve only'

Sauces, condiments and single serve utensils



- Single serve utensils protected from contamination. Store handles up.
- Sauces, condiments in squeeze type dispensers or sealed

Temperature control of potentially hazardous food



- Cold Food – ensure 5°C or below
- Hot Food – ensure 60°C or above
- Thermometer in use