	Event Management **Temporary Food Management Notification Form** (WHS Event Management Proc 6.16)	Document ID	WHS-F7
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		Adopted	2021
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To be lodged with Event Permit and/or stall holder permit where food is to be sold, for more information please contact Council on (08) 85781004.

THE APPLICANT/OPERATOR

Name of Business **ABN (if applicable)**

Trading as:

Postal address

Contact Person

Phone Number ( ) **Mobile**

Name of Event

Location of Event

Date & time Temporary Food Premises will operate

ABOUT THE FOOD & YOUR BUSINESS

Information on the Food Act 2001 and the Food Safety Standards is available on the website www.foodstandards.gov.au or contact the Council 8578 1004.

Please specify the full range of food stuffs offered (or supply menu)

Will any food be cooked, cooled (refrigerated) and then reheated? If so, please explain

Has the food business notified with this Council (Food Act 2001) ☐ Yes No ☐

If NO, has the food business notified with another Council ☐ Yes No ☐

If YES, which Council _____ _____ _____

Please provide the Food Business Notification Number, if you have one _____

If you have not registered with a Council, a form must be submitted to the relevant Council EHO before authorization will be given for this Temporary Food Premises permit.

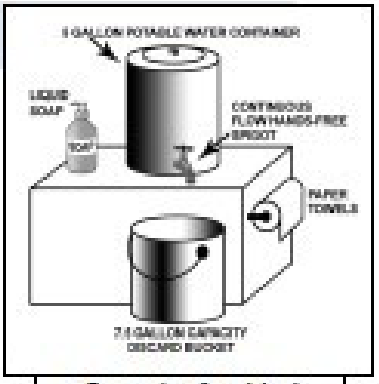
Please complete the Food Business Electronic Form and return to Council.

Fundamental Food Safety Information

Handwashing Facilities

Adequate handwashing facilities must be available for use. At the food stall there **must** be:

- A supply of running potable water
  - Eg plastic water containers with twist-turn tags (preferred)
- Wastewater collection bucket
  - Used to collect handwashing wastewater. Ensure this wastewater is suitably disposed of
- Liquid soap, paper towel & waste bin/container for used paper towels



Example of an ideal handwashing facility

Protection of Food from Contamination – Avoiding Cross-Contamination!

- Ensure food that is not pre-packaged is stored and sealed in food grade containers, and covered, at all times.
- Ensure there is adequate separation of raw meat and ready to eat (RTE) food, such as storing raw meat below and away from RTE food such as pre-prepared salads, cooked meat, cooked rice and cooked pasta
- Ensure that when raw meat and RTE food is processed, separate chopping boards and utensils are used. If the same equipment and utensils are used for the processing of these foods, these items must be washed with hot water and detergent and sanitised with a food grader sanitiser immedately before using them for RTE food

Temperature Control

- All potentially hazardous food must be stored and displayed at 5°C or below for cold food, or 60°C or above for hot food. If portable refrigeration is unavailable, such as a refrigerated cabinet, ensure esky's with ice blocks are used to store cold food. When using bain-maries or pie warmers, they must be capable of keeping food hot at 60°C or above

Thermometer

- If temperature control is necessary, a thermometer, accurate to +/- 1°C must be in good working order and available for use at all times. Ensure temperature checks of PHF are regularly conducted.

Food on display

- All unpackaged food that is displayed for sale must be covered & protected from contamination at all times.

Cooling & Reheating

- When cooling cooked food, ensure cooked food is cooled in small shallow containers instead of one large pot.
- When reheating food that has been cooked and cooled, ensure this food is rapidly reheated to at least 75°C, preferably in the microwave or the stove. Regular stirring will aid both the cooling and reheating processes

DECLARATION

I, _____ will take all practical measures to ensure food sold during the permit period is safe and suitable for human consumption; and I understand my obligations under the Food Act 2001 and the Food Safety Standards.

I have read and fully understand the Fundamental Food Safety information above.

Signed: ……. Date …….

OFFICE USE ONLY Notification Authorised: ☐ YES / ☐ NO

Issued to: _____ Trading as: _____

Expires / Valid on: *(Circle which applies)*

Expires on: _____/_____/_____(standing approval) Valid on: _____/ _____/_____(approval for one off event)

Authorised By (Print Name) …… Sign & Date …….