

New Food Business Checklist

Food Safety	
<p>Do you have a documented Food Safety Management System?</p> <p>For small independent catering and retail businesses the Food Standards Agency have produced the Safer Food Better Business pack which can be downloaded from: www.food.gov.uk/SFBB. The safe methods must be completed and the pack available on site for inspection. If you do not have a documented food safety management system for our visit you may only receive a 1 rating.</p>	Y/N
<p>Have you and your staff received food hygiene training and/or adequate instruction and supervision?</p> <p>It is recommended all food handlers who handle high risk foods attend at least a Level 2 Food Safety course. Merton Council run food hygiene courses and details can be found at http://www.merton.gov.uk. Alternatively you can contact EHCommercial@merton.gov.uk or call 020 8545 3024. Details of other courses can be found at: www.cieh-coursefinder.com.</p>	Y/N
<p>Do you have controls in place to prevent cross-contamination occurring during delivery, storage, preparation, cooking and service?</p> <p>You need to comply with the E. coli guidance produced by the Food Standards Agency. The guidance can be found at: www.food.gov.uk/ and search for: E.coli O157: control of cross-contamination</p>	Y/N
<p>Do you have a separate wash hand basin with hot water, soap and hand drying facilities?</p>	Y/N
<p>Do you disinfect your touch points (fridge handles, cooker handles, light switches etc) and work surfaces?</p> <p>Disinfectants must comply with BS EN 1276 or 13697 or equivalent standards and you must follow manufactures instructions for contact times. A list of compliant cleaning chemicals can be found at http://www.disinfectant-info.co.uk.</p>	Y/N
<p>Do you keep foods at the correct temperature and are you monitoring the temperatures?</p> <p>Chilled foods must be kept below 8°C. Cook food until steaming hot/no pink or probed to 75°C. Reheat food until steaming hot or probed to 75°C. Cool food quickly (within 2 hours). Food kept above 63°C when hot holding.</p>	Y/N
<p>Is the structure (walls, floors and ceiling) in good condition and kept clean?</p>	Y/N
<p>Do you check 'use by' dates daily?</p>	Y/N
<p>Do you check for signs of pests in your premises?</p>	Y/N
<p>Do you use licensed waste disposal contractors for waste oil and refuse?</p>	Y/N
Food Standards	
<p>Have you checked your menu for allergens?</p> <p>You are now required to give allergen information to customers. More details on allergens can be found at: http://food.gov.uk/science/allergy-intolerance/label/</p>	Y/N
<p>Do you make sure your menu or label descriptions are not misleading for customers?</p> <p>More details on labelling can be found: www.gov.uk/food-labelling-and-packaging and www.businesscompanion.info/</p>	Y/N
Health and Safety	
<p>Are you complying with health and safety laws?</p> <p>We do not carry out routine health and safety inspections but we spot for serious hazards, investigate complaints and accidents. More information on health and safety for businesses can be found at: www.hse.gov.uk/</p>	Y/N

If you cater for outdoor events please see the CIEH national guidance for outdoor and mobile catering: www.cieh.org/policy/guidance_outdoor_mobile_catering.html. The mobile food business is very competitive and good pitches very limited with often a very long waiting list. We are unable to help you find a pitch and we recommend you do your research before investing in the business.

Please note that this checklist is for small to medium independent catering and retail businesses. It is guidance only and does not cover all aspects of food safety and food standards. More information on starting a food business can be found at: www.food.gov.uk/business-industry/startingup