



## Food Hygiene Rating Scheme

### 'Right to reply'

### Regulatory Services Partnership - Serving the London Boroughs of Merton, Richmond upon Thames and Wandsworth

#### Notes for businesses:

- As the food business operator of the establishment you have a 'right to reply' in respect of the food hygiene rating given following your inspection.
- The purpose is to enable you to give an explanation of subsequent actions that have been taken to make the required improvements as detailed in the inspection letter, or to explain mitigation for the circumstances at the time of the inspection. It is not for making complaints or for criticising the scheme or food safety officer.
- If you wish to use this 'right to reply', please use this form and return it to the Food Team at the address below.
- Your comments will be reviewed by the food safety officer and may be edited for clarity or to remove offensive or defamatory remarks before being published online and displayed together with your food hygiene rating at [food.gov.uk/ratings](http://food.gov.uk/ratings). Where we change the wording for clarity, we will send you a copy to ensure that it accurately reflects your comments.
- There will be a statement at [food.gov.uk/ratings](http://food.gov.uk/ratings) that will highlight that the accuracy of your comments has not been verified by local authority officers. You can send a right to reply form to us at any time, and we will upload it onto the web site unless it is sent in after we have completed the next routine inspection and a new rating then applies.

#### Business details

Food business operator/proprietor

Business name

Business addresses

#### Inspection details

Date of inspection

Food hygiene rating given

#### Comments

- I agree with the inspection results but have since carried out the following improvements (tick all that apply):
- The establishment has been thoroughly cleaned and procedures are in place to ensure that cleanliness is maintained.
  - The establishment has been or will shortly be fully renovated.
  - A new management system has been implemented.
  - There is now a new manager and/or new staff.
  - The staff have been trained/re-trained/given instruction/are under revised supervisory arrangements.
  - Other – please specify below.

- The conditions found at the time of the inspection were not typical of the normal conditions maintained at the establishment and arose because (Please explain below and use only the space provided. You can also state any other improvements made):

Signature

Name in capitals

Position

Date

**If you would like any assistance completing this form, please contact the food team at**

[foodandsafety@merton.gov.uk](mailto:foodandsafety@merton.gov.uk)

**Please now return this form to:**

**Regulatory Services Partnership  
Merton Civic Centre  
London Road  
Morden  
SM4 5DX**