



Food Safety Checklist Events

Name:

Address:

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Trading name (if different to above):

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Name / address of registering Local Authority:

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Current Food Hygiene score:

Food Safety Checklist

This checklist is to help you identify hazards and for you to put the necessary controls in place to make sure that the food you sell / serve is safe to eat; it is specifically designed for caterers and food business operators attending outdoor events.

Please send the completed checklist with your application and bring a copy with you to the event.

Should you need any assistance with this, or wish to discuss any of the points in it, please feel free to contact us.

Food Safety Checklist

Setting up:

Food Safety Management		Yes	No
Do you have HACCP documentation confirming the food safety controls you adopt to ensure that the food you prepare is safe to eat?			
Do you keep monitoring record sheets, training records etc?			
Are the above documents available for inspection on your trailer / stall?			
Food Storage		Yes	No
Are all food storage areas undercover and protected from contamination?			
Are they clean and free from pests?			
Do you have enough refrigeration? Does it maintain temperature?			
Can you keep high-risk foods (i.e.: ready to eat foods containing moisture and proteins) stored at 8°C or below?			
How will this temperature control be managed?			
Food Preparation and Service Areas		Yes	No
Have you got precautions to keep mud out of the stall in wet weather?			
Are all worktops and tables sealed or covered with an impervious washable material?			
Have you got enough preparation worktop space?			
It is essential that you have appropriate handwashing facilities, do your facilities include sink with hot and cold water, soap and paper towels?			
Have you got sinks that are large enough to wash food and equipment? Are they supplied with hot and cold water?			
As there is no mains drainage, have you made hygienic provision for the disposal of waste water? e.g. waste pipe from sink to waste water container			
Have you got enough fresh water containers? Are they clean and do they have caps?			
Have you got a supply of hot water reserved for washing up and handwashing?			
Is all of your food equipment in good repair? Are any repairs outstanding since your last event?			
Cleaning		Yes	No
Is your vehicle / stall clean? Can it be kept clean?			
Do you have a written cleaning schedule to ensure all areas are kept clean?			
Have you an ample supply of clean cloths and a 'food-safe' disinfectant / sanitizer to clean food and hand contact surfaces?			
Are all cleaning chemicals stored away from food?			

Food Safety Checklist

Safe food practice during the event:

Food poisoning is preventable – you can help avoid it by carrying out these checks.

Storage		Yes	No
Is good stock rotation carried out? Are all stocks within their expiry dates?			
If you use raw and cooked foods are they adequately separated during storage?			
Are high-risk foods (i.e.: ready to eat foods containing moisture and proteins) stored under refrigeration at 8°C or below?			
How will this temperature control be managed whilst on site?			
Purchase		Yes	No
Are you purchasing raw ingredients and / or food products from a reputable company?			
Preparation		Yes	No
Do staff always wash their hands before handling food and after handling raw foods?			
Are separate tools / utensils used for raw and cooked foods?			
Do you use separate chopping boards for raw and cooked food?			
If you have answered 'no' to the previous question, are they properly cleaned and disinfected between raw and cooked foods?			
Cooking		Yes	No
Is all frozen meat and poultry defrosted thoroughly prior to cooking?			
Are cooked and part-cooked food separated during cooking?			
Is all meat and poultry cooked until it is piping hot, i.e.: >75°C and the juices run clear?			
How do you check temperatures of food during and after cooking?			
Reheating food		Yes	No
Are all foods reheated to over 75°C ?			
How will the reheating of foods be carried out and monitored?			
Do you only reheat food once?			

Food Safety Checklist

After cooking	Yes	No
Is food cooked and served straight away?		
If you have answered 'no' to the previous question, is hot food held at a temperature of 63°C or above until served?		
or, is the cooked food cooled to below 5°C?		
Once cooked, is food protected from contact with raw foods and foreign bodies?		
Cleaning	Yes	No
Do you and your staff operate a 'clean-as-you-go' procedure?		
Are you using clean cloths and a 'food-safe' disinfectant / sanitizer to clean food contact surfaces?		
Allergen control	Yes	No
Do you provide clear, unambiguous information on allergens in the foods you supply?		
Are all of your staff trained in allergen information?		

Notes / comments / actions:

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Should you require any advice or assistance with this form, or wish to raise any specific points, please contact the Show Office.

Signatures:

Food Stall Operator: Date:

Show Staff: Position: Date: