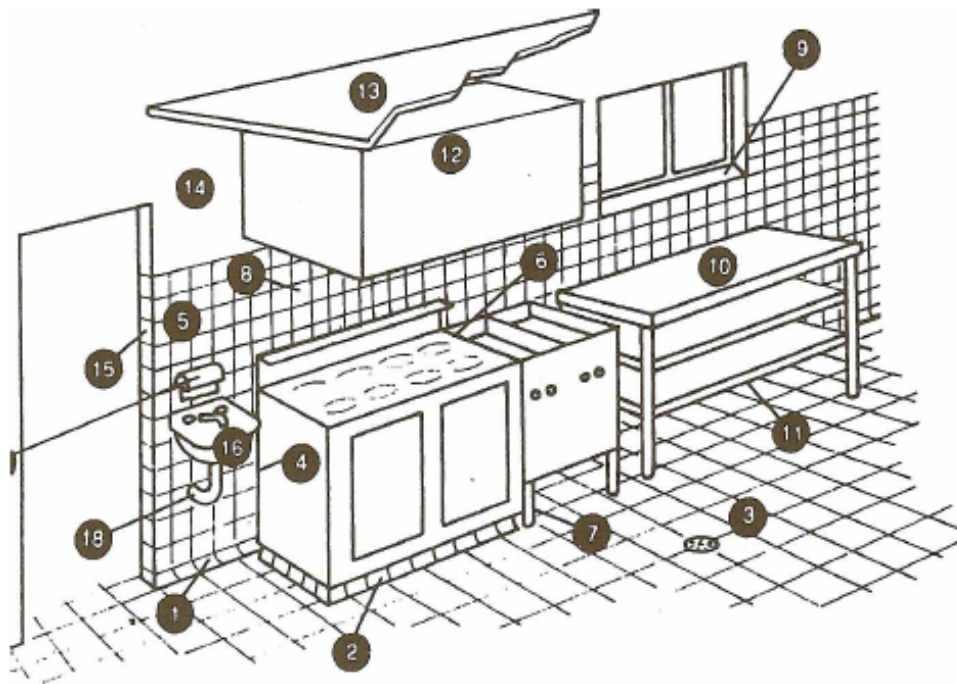


## Fixed food business operation and construction guidelines (including Suitability of Premises requirements and fit-out checklist)

Starting a new food business



## Starting a new food business

Steps	Required action	✓/x
1	<ul style="list-style-type: none"> <li>➤ Contact the Environmental Health Licensing and Approvals Unit and arrange a meeting to discuss your proposal.                             <ul style="list-style-type: none"> <li>➤ Things to take to your meeting:-                                     <ul style="list-style-type: none"> <li>• Your written business proposal for submission;</li> <li>• Address details (NB: If property is a rental please bring a signed letter from your landlord stating that they, the landlord have no objections to your business proposal)</li> <li>• Plans of your kitchen – existing and proposed.</li> </ul> </li> </ul> </li> </ul> <p><b>Note: You will need to contact Council’s Planning Approvals department to discuss your proposal. You may require a development permit to carry out the activity at your location and this approval will need to be obtained prior to proceeding with a Suitability of Premises or Food Business Licence application.</b></p>	✓/x

### Things to note regarding your plans

- Have your plans assessed by a building certifier.
  - Have you contacted Council’s Trade waste unit for advice on trade waste.
- You must provide a copy of the certificate of compliance to the Environmental Health Licensing and Approvals Unit

### Things to note regarding your food premises

Your food premises should be designed and constructed in accordance with the

- Food Safety Standard 3.2.3 ‘Food Premises and Equipment’, and

Australian Standard AS 4674-2004 ‘Design, Construction and fit-out of food premises’.

2	<ul style="list-style-type: none"> <li>➤ <b>Submit</b> the Suitability of Premises Assessment (fitout assessment) Form</li> <li>➤ Refer to Appendix B – Approval for suitability of premises assessment</li> </ul> <p>NB: Process can take up to 30 days to assess. You <b>MUST</b> complete ALL sections of the form.</p>	➤
3	<ul style="list-style-type: none"> <li>➤ <b>Submit</b> applications for advertising, road side vending and footpath dining to the Environmental Health Licensing and Approvals Unit for assessment.</li> </ul>	➤
3	<ul style="list-style-type: none"> <li>➤ An Environmental Health Officer (EHO) from the Licensing and Approvals Unit will assess your application and issue you with an approval to fit out your premises.</li> <li>➤ You can now commence the building/fit-out of your food premises</li> </ul>	➤
4	<p>We know you’re busy and keen to open your new food premises, however, before you can commence operations, you <b>MUST</b> arrange a final inspection with an EHO from the Licensing and Approvals Unit. Please provide notice of at least five (5) days.</p> <p>***** Don’t forget to apply for your food business licence (see note below). You will need this to commence business.</p> <p>Refer to Appendix C – Application for Food Business Licence</p>	

### Things to note regarding your food business licence

- The decision to grant a food business licence can take up to 30 days.
- Any false information will result in the licence being refused, suspended or cancelled.
- The food business licence **MUST** be displayed to the public at all times the business is operating
- You have 30 days to notify Council of your Food Safety Supervisor.

### Additional contacts

- Queensland Health – food labelling, tobacco laws (telephone:- (07) 4226 5555

## Legislative requirements

To ensure the safety and suitability of food sold in Queensland, the *Food Act 2006* requires that food businesses comply with the Food Standards Code, which is Chapter 3 from the *FSANZ Food Standards*. The premises used for a food business must comply with *Food Standard 3.2.3 – Food Premises and Equipment*. In addition to this, Council endorses the *Australian Standard 4674-2004 'Design, construction and fit-out of food premises'* as a more detailed example of compliance.

A copy of the Food Safety Standards can be obtained free from Council or online at [www.foodstandards.gov.au](http://www.foodstandards.gov.au). An explanatory guide to the Australian Standard 4674-2004 can also be obtained free from Council.

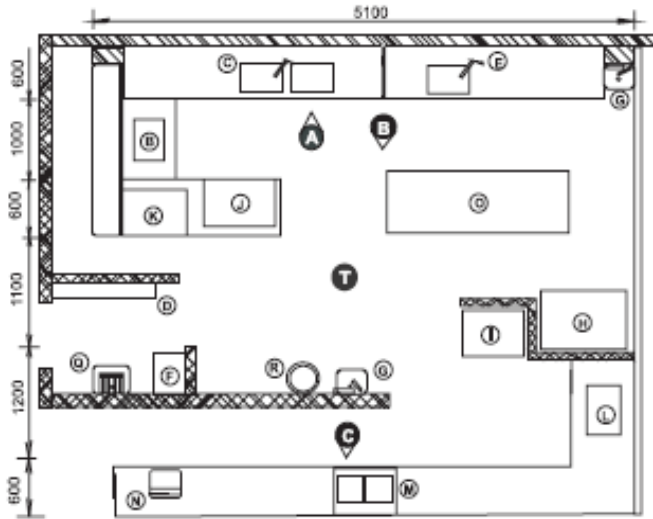
### More info on applying for suitability of premises assessment (fitout assessment)

Type of plan	Scale of plan	Detail Required <small>** All plans should include name, address and contact details of the architect, draftsman or shopfitter. Scale and date when plans drafted. Address of premises and real property description, Proposed trading name, intended nature of food business</small>	When not required
Site plan	1:100	Description of food premises location, waste storage, car park, toilets and surrounding land uses.	Mobile premises
Floor plan	1:50	Layout of all equipment, fixtures, fittings and type of material and finishes used on all equipment, fixtures, fittings, floors, walls and ceilings. Sink details – single, double, triple etc. Sink dimensions, - size and depth Cool rooms and freezer rooms	n/a
Sectional elevation plans	1:50	The height and height off the floor of all structures, benches, equipment and fixtures, including those in cool rooms and freezer rooms.	n/a
Mechanical Exhaust Ventilation System	1:50	Installed in accordance with Australian Standard 1668.2. Provide a copy of plans and the relevant certification for the proposed system.	n/a

Does the premises have..	if Yes	if No
Door and window openings	Please provide details in the plans submitted	No further detail required
Seating for diners	How many? <i>More than 20 requires Building Certification</i> Floor Space in m <sup>2</sup>	No further detail required
Customer toilets	How many male? How many female? How many disabled toilets? What is the distance to these facilities?	Where are the nearest toilets?
Staff toilets	How many male? How many female?	Where are the nearest toilets?

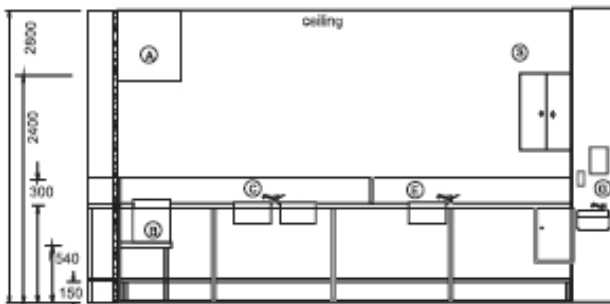
How many disabled toilets?  
 What is the distance to these facilities?

## Appendix A: - Example of a floor plan and sectional elevations



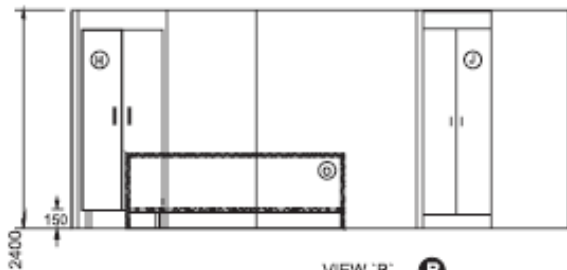
FLOOR PLAN

- A Mechanical exhaust
- B Fryer
- C Stainless steel
- D Staff personal effects storage
- E Stainless food preparation sink
- F Chemical storage unit
- G Stainless steel hand wash basin 400mm by 500mm
- H Upright scope commercial refrigeration unit
- I Scope upright drinks fridge
- J Dry goods pantry
- K Commercial pie warmer
- L Coffee
- M Refrigerated display cabinet
- N Cash register
- O Stainless steel food preparation bench
- P General waste bin
- Q Cleaners sink
- R Waste bin
- S Storage cupboard
- T Floor waste drain



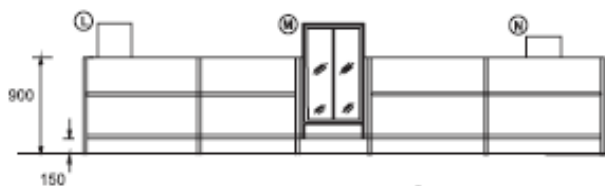
VIEW 'A'

- FLOOR Ceramic tiles and coving to all walls.
- WALLS Timber framing.
- WALL LINING 10mm plasterboard gloss enamel finish.
- BENCHES Stainless steel bench and frame.
- FRONT COUNTER Laminex bench top.
- CEILING Sealed plasterboard tiles gloss enamel finish.



VIEW 'B'

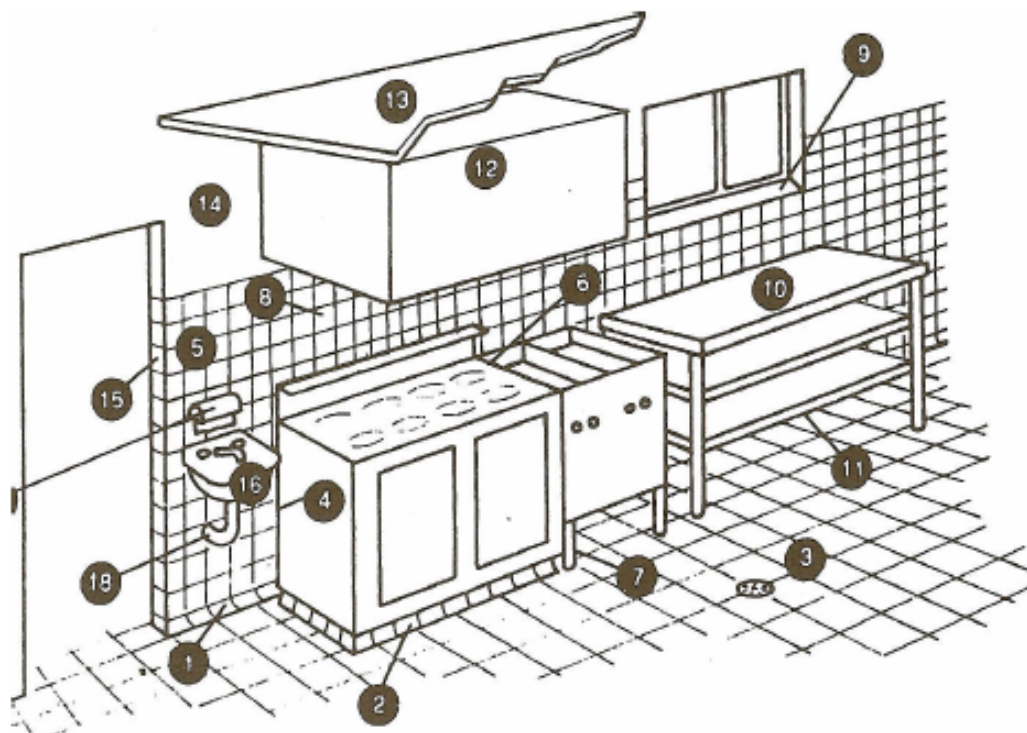
- PLUMBING ss basin, knee operated mixer tepid & cold water ss sinks, lever mixer tap, hot and cold water.



VIEW 'C'

- BACKFLOW PREVENTION Air gap to all tapware. Dual check valve to coffee machine.

## Appendix B: - 3 D Example plans



### Requirements – Typical Food Preparation Area

1. Floor/wall covering as per section 5
2. Plinth not less than 100mm high
3. Impervious floor graded and drained
4. Fittings sealed to wall or 200mm clear of wall
5. Walls finished as per section 5
6. Sealing between fittings
7. Legs 150mm minimum
8. No storage shelves below canopy
9. Splayed windowsill 300mm above preparation bench
10. Preparation bench – steel framed
11. Bottom shelf – min 250mm above floor
12. Mechanical exhaust ventilation canopy
13. Rigid smooth faced ceiling
14. Smooth cement rendering
15. No timber door frames
16. Hand basin, hot and cold water mixing set
17. Soap and towel dispenser
18. Water and drainage pipes concealed in wall

## Appendix C: - Food Premises Fit-Out Checklist

This checklist has been designed to assist those submitting plans for a food business. It includes 'performance criteria' and 'acceptable solutions'.

The “**Performance Criteria**” give prescriptive design requirements as set out in the Food Safety Standards (FSS) found in the document titled Safe Food Australia (SFA).

The Food Safety Standards and Safe Food Australia can be found at [www.foodstandards.gov.au](http://www.foodstandards.gov.au). Safe Food Australia is the guideline to the legally binding Food Safety Standards.

The “**Acceptable Solutions**” provide examples of solutions to meet the performance criteria. Any proposal that is not listed in this section may require documented proof that the design and construction will not effect the production of safe food.

Sufficient information must be provided on the plans to enable an assessment against the given criteria.

## Walls

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 3 Clause 11 SFA pg 155	<ul style="list-style-type: none"> <li><input type="checkbox"/> Appropriate for activities to be carried out</li> <li><input type="checkbox"/> Provided to protect food from contamination</li> <li><input type="checkbox"/> Sealed to prevent entry of dirt, dust and pests</li> <li><input type="checkbox"/> Impervious</li> <li><input type="checkbox"/> Easily &amp; effectively cleaned</li> <li><input type="checkbox"/> Unable to provide harbourage for pests</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Ceramic tiles</li> <li><input type="checkbox"/> Gloss painted FC sheeting</li> <li><input type="checkbox"/> Impervious panelling</li> <li><input type="checkbox"/> Smooth finish provided</li> <li><input type="checkbox"/> Splash backs provided to sinks and benches</li> <li><input type="checkbox"/> Heat resistance material behind cooking equipment</li> </ul>

Indicated on Plans Yes  No

## Floors

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 3 Clause 10 SFA pg 151	<ul style="list-style-type: none"> <li><input type="checkbox"/> Designed and constructed in a way that is appropriate for the activities conducted</li> <li><input type="checkbox"/> Able to be effectively cleaned</li> <li><input type="checkbox"/> Impervious</li> <li><input type="checkbox"/> Laid so that there is no ponding of water</li> <li><input type="checkbox"/> Unable to provide a harbourage for pests</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Coving provided</li> <li><input type="checkbox"/> Ceramic tiles</li> <li><input type="checkbox"/> Concrete &amp; epoxy layer</li> <li><input type="checkbox"/> Commercial grade continuous vinyl</li> <li><input type="checkbox"/> Treated concrete</li> <li><input type="checkbox"/> Other documented flooring demonstrating compliance with performance criteria</li> </ul>

Indicated on Plans Yes  No

## Ceilings

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 3 Clause 11 SFA pg 155	<ul style="list-style-type: none"> <li><input type="checkbox"/> Appropriate for activities to be carried out</li> <li><input type="checkbox"/> Provided to protect food from contamination</li> <li><input type="checkbox"/> Sealed to prevent entry of dirt, dust and pests</li> <li><input type="checkbox"/> Impervious</li> <li><input type="checkbox"/> Easily &amp; effectively cleaned</li> <li><input type="checkbox"/> Unable to provide harbourage for pests</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Suspended ceiling</li> <li><input type="checkbox"/> Gloss painted FC Sheeting</li> <li><input type="checkbox"/> Impervious panelling</li> <li><input type="checkbox"/> Smooth finish provided</li> </ul>

Indicated on Plans Yes  No

## Food Transport Vehicles

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 5 Clause 17 SFA pg 178	<ul style="list-style-type: none"> <li><input type="checkbox"/> Must be designed and constructed to protect food if there is a likelihood of contamination during transport</li> <li><input type="checkbox"/> Easily and effectively cleaned</li> <li><input type="checkbox"/> Food contact surfaces to be designed and constructed to be easily &amp; effectively cleaned and sanitised.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Smooth impervious surfaces to the compartment</li> </ul>

Indicated on Plans Yes  No

### Water Supply

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 2 Clause 4 SFA pg 138	<ul style="list-style-type: none"> <li><input type="checkbox"/> Adequate quantity</li> <li><input type="checkbox"/> Potable water</li> <li><input type="checkbox"/> Appropriate Temperature</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Hot Water System in adequate capacity for the activities on the premises</li> <li><input type="checkbox"/> Council water supply</li> <li><input type="checkbox"/> Tank water (Lab certification stating compliance with NHMRC guidelines)</li> </ul>

Indicated on Plans Yes  No

### Sewerage and waste water

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 2 Clause 5 SFA pg 143	<p>Must have a sewerage and waste water disposal system that:-</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Effectively disposes of all sewage and waste water</li> <li><input type="checkbox"/> Constructed and located so that there is no likelihood of the sewage and waste water polluting the water supply of contaminating the food</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Council sewerage system</li> <li><input type="checkbox"/> Trade waste agreement</li> <li><input type="checkbox"/> Septic system and absorption trenches - in unsewered areas.</li> <li><input type="checkbox"/> Aerated Septic system (ie Biocycle) – in unsewered areas.</li> </ul>

Indicated on Plans Yes  No

### Garbage and waste storage

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 2 Clause 6 SFA pg 144	<p>Must have facilities that:-</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Adequately contain the quantity and type of waste and recyclable matter</li> <li><input type="checkbox"/> Enclose the garbage or recyclable matter, if necessary to keep pests and animals away</li> <li><input type="checkbox"/> Designed and constructed to be easily and effectively cleaned</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Wheeled refuse container</li> <li><input type="checkbox"/> Commercial (bulk) refuse container</li> <li><input type="checkbox"/> Approved storage area</li> <li><input type="checkbox"/> Serviced by an approved contractor</li> <li><input type="checkbox"/> Lidded containers within the premises</li> <li><input type="checkbox"/> Plastic or similar material</li> </ul>

Indicated on Plans Yes  No

### Lighting

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 2 Clause 8 SFA pg 150	<ul style="list-style-type: none"> <li><input type="checkbox"/> Provides sufficient light</li> <li><input type="checkbox"/> Easily and effectively cleaned</li> <li><input type="checkbox"/> Unable to provide harbourage for pests</li> <li><input type="checkbox"/> Provided to protect food from contamination</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Natural light</li> <li><input type="checkbox"/> Artificial – recessed &amp; diffuser</li> <li><input type="checkbox"/> Artificial – Ceiling mounted &amp; diffuser</li> </ul>

Indicated on Plans Yes  No

### Fixtures and fittings



Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 4 Clause 12 SFA pg 159	<ul style="list-style-type: none"> <li>❑ Adequate for the production of safe food</li> <li>❑ Fit for the intended use</li> <li>❑ Designed, constructed and installed so that:- <ul style="list-style-type: none"> <li>❑ there is no likelihood that they will cause food contamination</li> <li>❑ they are able to be easily and effectively cleaned</li> <li>❑ adjacent floors, walls, ceilings and other surfaces are able to be easily and effectively cleaned</li> <li>❑ they do not provide a harbourage for pests</li> </ul> </li> <li>❑ Food contact surfaces must be:- <ul style="list-style-type: none"> <li>❑ able to be easily cleaned and effectively cleaned &amp; sanitised</li> <li>❑ impervious</li> </ul> </li> <li>❑ made of material that will not contaminate the food</li> </ul>	<ul style="list-style-type: none"> <li>❑ Fittings, fixtures, shelving &amp; equipment:- <ul style="list-style-type: none"> <li>❑ easily moved</li> <li>❑ castors fitted &amp; flexible connections</li> <li>❑ 150mm legs &amp; clear of walls</li> <li>❑ sealed to plinth &amp; surfaces</li> <li>❑ sealed to floor &amp;/or adjacent surfaces</li> <li>❑ 75mm above bench &amp; clear of the wall</li> <li>❑ No false backs or bottoms</li> </ul> </li> <li>❑ Food contact surfaces:- <ul style="list-style-type: none"> <li>❑ stainless steel &amp; underside sealed</li> <li>❑ fully laminated</li> </ul> </li> <li>❑ laminated top &amp; underside sealed</li> </ul>

Indicated on Plans Yes  No

Ventilation		
Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 2 Clause 7 SFA pg 147	<ul style="list-style-type: none"> <li>❑ Sufficient</li> <li>❑ Effectively remove fumes, smoke, steam and vapours</li> <li>❑ Easily and effectively cleaned</li> </ul>	<ul style="list-style-type: none"> <li>❑ Natural ventilation – for cooking equipment less than 8kW</li> <li>❑ Mechanical Ventilation in compliance with AS1668</li> <li>❑ Mechanical Ventilation – alternative design with documentation demonstrating compliance with Performance Criteria</li> </ul>

Indicated on Plans Yes  No

Washing facilities (preparation and cleaning purposes)		
Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 4 Clause 12 SFA pg 159	<ul style="list-style-type: none"> <li>❑ Cooking equipment, eating &amp; drinking utensils must be able to be easily &amp; effectively cleaned &amp; sanitised</li> </ul>	<ul style="list-style-type: none"> <li>❑ Double bowl sink, or</li> <li>❑ Single bowl sink &amp; dishwasher</li> <li>❑ Glass washer provided</li> </ul>

Indicated on Plans Yes  No

### Storage facilities

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 5 Clause 15 SFA pg 175	<ul style="list-style-type: none"> <li>❑ Adequate storage facilities for the storage of items that are likely to be source of contamination of food, including chemicals, clothing and personal belongings</li> <li>❑ Located where there is no likelihood of stored items contaminating food or food contact surfaces</li> </ul>	<ul style="list-style-type: none"> <li>❑ Separated staff room</li> <li>❑ Clearly designated shelf/cupboard – staff items</li> <li>❑ Separated chemical/cleaning items storage room</li> <li>❑ Clearly designated shelf/cupboard – chemical/cleaning items storage</li> <li>❑ Locker</li> </ul>

Indicated on Plans Yes  No

### Toilet facilities

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 5 Clause 16 SFA pg 176	<ul style="list-style-type: none"> <li>❑ Appropriate number of toilets are available for the use of food handlers (see BCA)</li> </ul>	<ul style="list-style-type: none"> <li>❑ Internal staff toilet                             <ul style="list-style-type: none"> <li>❑ double air lock &amp; self closers</li> <li>❑ single door &amp; mechanical ventilation &amp; self closer</li> </ul> </li> <li>❑ External staff toilet</li> <li>❑ External common toilet</li> </ul>

Indicated on Plans Yes  No

### Cleaning and sanitation

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.2 Division 5 Clause 20 SFA pg 104	<ul style="list-style-type: none"> <li>❑ Ensure all equipment and utensils are in a clean &amp; sanitary state</li> <li>❑ Heat and/or chemicals applied to it or other processes, so that the number of micro-organisms on the surface or utensil has been reduced to a level that:                             <ul style="list-style-type: none"> <li>❑ does not compromise the safety of the food which it may come in contact with</li> <li>❑ does not permit the transmission of infectious disease.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>❑ Sink                             <ul style="list-style-type: none"> <li>❑ water at 50°C and detergent</li> </ul> </li> <li>❑ Dishwasher                             <ul style="list-style-type: none"> <li>❑ water at 75°C</li> <li>❑ water at 50°C and detergent</li> </ul> </li> <li>❑ Glass Washer                             <ul style="list-style-type: none"> <li>❑ water at 50°C and detergent</li> </ul> </li> </ul>

Indicated on Plans Yes  No

### Hand washing facilities

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 4 Clause 14 SFA pg 168	<ul style="list-style-type: none"> <li>❑ Located in an easily accessible location for all food handlers                             <ul style="list-style-type: none"> <li>❑ within area where food handlers work if their hands are likely to be a source of contamination of food; and</li> <li>❑ if there are toilets on the food premises – immediately adjacent to the toilets or toilet cubicles</li> </ul> </li> <li>❑ Permanent fixture</li> <li>❑ Connected to or provided with a supply of warm running potable water (between 22°C and 48°C)</li> <li>❑ Warm &amp; cold water delivered through a common spout.</li> <li>❑ A size that allows easy and effective hand washing</li> <li>❑ Clearly designated for the sole purpose of washing hands, arms &amp; face</li> <li>❑ Supply of soap maintained at basin</li> <li>❑ Single use paper towel provided at basin</li> <li>❑ Waste container provided at basin for collection of used towel</li> <li>❑ Must be connected to the sewerage or waste water disposal system</li> </ul>	<ul style="list-style-type: none"> <li>❑ 11L Basin provided in the area where the food handlers are working</li> <li>❑ 11L Basin provided adjacent to toilet facilities</li> <li>❑ Soap &amp; paper towel provided to each basin</li> <li>❑ Waste container provided to each basin</li> <li>❑ Packaged food only – basin not required</li> <li>❑ Connected to sewer or septic tank or aerated septic tank system.</li> </ul>

Indicated on Plans Yes  No

### Food storage / display

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.2 Division 3 Clause 6 & 8 SFA pg 54 & 66	<ul style="list-style-type: none"> <li>❑ Protected from the likelihood of contamination</li> <li>❑ Store/display potentially hazardous food under temperature control</li> <li>❑ Capable of being easily and effectively cleaned</li> </ul>	<ul style="list-style-type: none"> <li>❑ Protective sneeze barrier provided to an approved design</li> <li>❑ Hot display unit</li> <li>❑ minimum of 60°C</li> <li>❑ Another temperature – with no adverse affect demonstrated</li> <li>❑ Cold display unit/ Coldroom</li> <li>❑ maximum 5°C</li> <li>❑ Another temperature – with no adverse affect demonstrated</li> <li>❑ Freezer units – food remains frozen</li> </ul>

Indicated on Plans Yes  No

### General provisions

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.3 Division 2 Clause 3 SFA pg 133	<ul style="list-style-type: none"> <li><input type="checkbox"/> Be appropriate for activities to be performed</li> <li><input type="checkbox"/> Adequate space</li> <li><input type="checkbox"/> Permit effective cleaning and sanitising</li> <li><input type="checkbox"/> Exclude dirt, dust, fumes, smoke and other contaminants</li> <li><input type="checkbox"/> Not permit the entry of pests</li> <li><input type="checkbox"/> Not provide vermin harbourage</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Appropriate location in relation to other activities</li> <li><input type="checkbox"/> Adequate floor space</li> <li><input type="checkbox"/> No cracks or crevices</li> <li><input type="checkbox"/> Vermin proof construction</li> <li><input type="checkbox"/> Vermin proof strip to external doors</li> <li><input type="checkbox"/> Insect screening to windows or similar</li> <li><input type="checkbox"/> Insect screening to doors or similar</li> <li><input type="checkbox"/> Ceiling entries vermin proof</li> <li><input type="checkbox"/> Conduits vermin proof</li> </ul>

Indicated on Plans Yes  No

### Temperature measurement

Relevant Standard	Performance Criteria	Acceptable Solutions
FSS 3.2.2 Division 6 Clause 22 SFA pg 109	<ul style="list-style-type: none"> <li><input type="checkbox"/> Must have a temperature measure device that can accurately measure the temperature of potentially hazardous food to +/- 1°C</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Thermostat &amp; gauge provided to all units</li> <li><input type="checkbox"/> Single mobile device eg. probe thermometer</li> </ul>

Indicated on Plans Yes  No

Note: If you handle **potentially hazardous foods** you **must** have a thermometer as described above. **Potentially hazardous food** means food that has to be kept at certain temperatures to minimise the growth of any pathogenic micro-organisms that may be present in the food or to prevent the formation of toxins.

## Definitions

**Equipment** - means a machine, instrument, apparatus, utensil or appliance, other than a single use item, used or intended to be used in or in connection with food handling and includes any equipment used or intended to be used to clean food premises or equipment.

**Food business**- means a business, enterprise or activity other than primary food production) that involves:

- (a) the handling of food intended for sale
- (b) the sale of food,

regardless of whether the business enterprise or activity concerned is of a commercial, charitable or community nature or whether it involves the handling or sale of food on one occasion only.

**Food handler** - means any person who directly engages in the handling of food, or who handles surfaces likely to come into contact with food, for a food business.

**Food premises** - means any premises including land, vehicles, parts of structures, tents, stalls and other temporary structures, boats, pontoons, including premises used principally as a private dwelling, but does not mean food vending machines or vehicles used only to transport food.

**Handling** - of food includes the making, manufacturing, producing, collecting, extracting, processing, storing, transporting, delivering, preparing, treating, preserving, packing, cooking, thawing, serving or displaying of food

**Primary Food Production** - is the growing, cultivation, picking, harvesting, collection or catching of food, and includes:

- (a) transport or delivery of food on, from or between the premises on which it was grown, cultivated, picked, harvested, collected or caught.
- (b) packing, treating (for example washing) or storing of food on the premises on which it was grown, cultivated, picked, harvested, collected or caught, and
- (c) Any other food production activity prescribed by another Act.

**Sell** means:

- (a) barter, offer or attempt sell
- (b) receive for sale
- (c) have in possession, display, send, forward or deliver for sale
- (d) dispose of for valuable consideration
- (e) dispose to an agent for sale on consignment
- (f) provide under contract of service
- (g) supply food as a meal or part of a meal to an employee for consumption at work
- (h) dispose of by way of raffle, lottery or other game of chance
- (i) offer as a prize or reward
- (j) give away for the purpose of advertisement or in furtherance of trade
- (k) supply under a contract with accommodation, service or entertainment
- (l) give the food away from a food business to a person
- (m) sell for the purpose of resale

and excludes all crown businesses (ie, state government facilities)

**temperature control** - means maintaining food at a temperature of:

- (a) 5°C, or below if this is necessary to minimise the growth of infectious or toxigenic micro-organisms in the food so that the microbiological safety of the food will not be adversely affected for the time the food is at that temperature.
- (b) 60°C or above
- (c) Another temperature- if the food business demonstrates that maintenance of the food at this temperature for the period of time for which it is so maintained, will not adversely affect the microbiological safety of the food.

## **Appendix D:- Planning Assessment for Health**

Doc # [3103070](#)

## **Appendix E:- Application for Suitability of Premises Assessment (Fit-Out Assessment)**

Food Act 2006

Doc # [351445](#)

## **Appendix F: - Application for a Food Business Licence**

Food Act 2006

Doc # [1183210](#)