

TEMPORARY EVENT FOOD STALL OPERATOR CHECKLIST

This checklist outlines the requirements for temporary food stalls as per the Food Act 2003 and Food Standards Code. Temporary food stall operators should review this checklist prior to operating.

FOOD STALL CONSTRUCTION / LAYOUT	
1	Roof covering (made from canvas, plastic sheet, or vinyl) provided
2	Walls – food preparation and server area are enclosed on three sides with 'polytarp'
3	Floor – covered by suitable material such as non-slip plastic sheet or vinyl
4	Counters/tables/benches are smooth and impervious (clean plastic material or a plastic tablecloth may be used to meet this requirement). Surfaces that are not able to be effectively cleaned, such as wood are not acceptable
5	Food preparation and storage areas – sufficient space is provided within the confines of the structure
6	Food preparation and storage areas (including but not limited to, cooking equipment/hot surfaces) are separated from the public by an effective barrier
7	Electrical equipment /appliances (such as hot display units and refrigerators) are secured, connected to power points and in good working condition
FOOD DISPLAY/PROTECTION AND HANDLING CONTROLS	
8	All food on display are either: <ol style="list-style-type: none"> 1. whole fruit, vegetables; 2. wrapped or packaged; or 3. completely enclosed in a suitable display cabinet (or dome); or 4. be protected by a physical barrier such as Perspex glass sneeze guard; or be located so that food is not accessible to the public
9	Any food provided as 'samples' to customers are given out in a supervised manner, off a tray or plate by a staff member, and not left out for self service
10	Condiments, (eg. sauces, salt, sugar) shall be provided in squeeze bottles or dispensers, or provided as individual packets
11	Single use eating and drinking utensils are provided pre-wrapped or adequately protected from contamination
12	Food and equipment (including cooking utensils) are stored 150mm above the ground (eg. on shelves or tables)
13	A working digital probe thermometer is provided, and is accessible
14	Cold food storage/display – potentially hazardous foods (PHF) are stored/displayed at or below 5°C in the cold fridge display cabinet/cool room/refrigerator/esky or similar and temperatures are checked using an appropriate thermometer
15	Hot food storage/display – PHF are stored/displayed at or above 60°C in the display unit/warmer or similar and temperatures are checked using an appropriate thermometer
16	There is no preparation or storage of food outside of the food stall/marquee
17	Where possible, staff have been allocated single tasks (food preparation, cleaning, serving or handling money) as a strategy to reduce the risk for cross contamination (Note: food handlers must not directly handle ready-to-eat food and money)
CLEANING AND SANITISING	
18	Adequate supply of potable water in a sealed container (minimum capacity 10 Litres) with a tap and suitable bowls or containers is provided for hand washing, cleaning and sanitising
19	Food grade sanitiser provided in a spray bottle (Note: household bleach (4% chlorine) diluted with the correct amount of water, may be used in accordance with Table 1)
20	Adequate detergent and cleaning disposables wipes
21	Counter/tables/benches are clean or covered by clean tableware
HAND WASHING FACILITIES	
22	A separate hand washing facility that provides warm running water (provided within the food stall)
23	A container for the collection of waste water (placed under the hand washing facility)
24	Liquid soap and disposable paper towel are at the hand wash basin
GENERAL	
25	Labelling – All pre-packaged food for sale are adequately labelled in accordance with the NSW Food Authority's 'Labelling - General Requirements' fact sheet
26	A copy of the Food Safety Supervisor (FSS) certificate is available for Council's inspection upon request
27	Garbage bins – adequate and properly located within the stall
28	Wastewater must be self-managed and disposal facilities are available for the collection of and appropriate disposal for liquid waste

Diagram 1: Temporary food stall layout

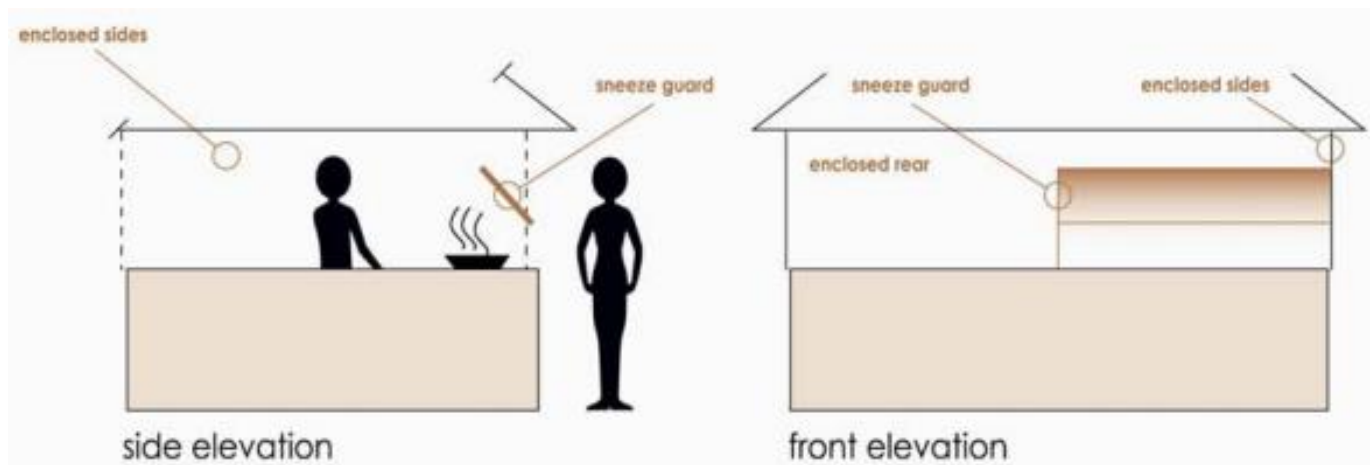
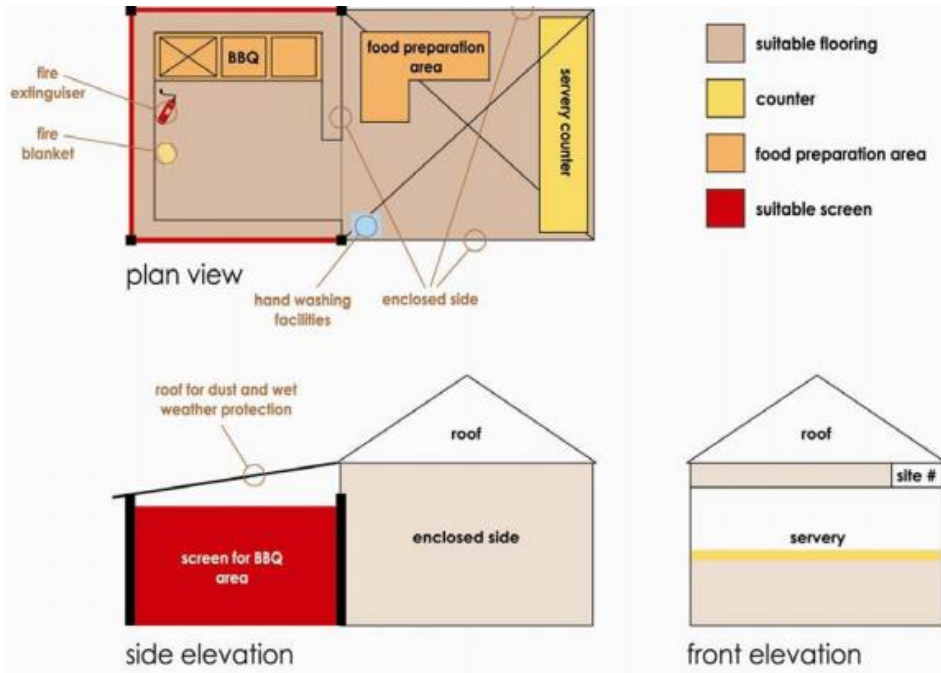


Table 1. Correct bleach dilution for a sanitiser

How much water?	How much bleach?					
	Household (4% chlorine)		Strong domestic (6% chlorine)		Commercial (10% chlorine)	
Concentration required (ppm)	50 ppm	100 ppm	50 ppm	100 ppm	50 ppm	100 ppm
Water temp	Warm	Cold	Warm	Cold	Warm	Cold
1 litre	1.25 ml	2.5 ml	0.85 ml	1.7 ml	0.5 ml	1 ml
10 litres	12.5 ml	25 ml	8.5 ml	17 ml	5 ml	10 ml
50 litres	62.5 ml	125 ml	42.5 ml	85 ml	25 ml	50 ml