

Winchester City Street Markets Compliance and Legislation Policy

Volume two: Food and Drink Approved Traders only

Introduction

There are three policies that apply to operating on Winchester City Street Market. All three policies must be adhered to and enforced by the Market Management Company. In addition Approved Traders must comply to the following policies as indicated below:

- Winchester City Street Markets Compliance and Legislations Policy Volume One: All Approved Traders
- Winchester City Street Markets Compliance and Legislation Policy Volume Two: All approved food and drink traders
- Winchester City Street Market Operating Policy: All Approved Traders

Information will also be available on the Winchester City Council website including information on how to apply online to become an approved trader.

Traders may trade in several different locations and within several different local authorities. The legislation is the same in all areas and they must achieve the same standard wherever they trade. Whilst the law remains the same, individual policies and standards will differ between local authorities and private enterprises. Approved Traders must fully understand and comply with the policies that Winchester City Council operate for the Winchester City Street Market.

When referring to food in this document this means food and drink.

There's further information about food safety here:

www.winchester.gov.uk/environment/food-safety

The term 'High Risk Food' is used throughout this document. Approved Traders selling high risk foods must meet more stringent standards of food hygiene than those businesses selling 'Low Risk Food'. An explanation of these terms can be found in the 'Definitions' section of this policy.



Food trader registration

An applicant trader wishing to sell food [must be registered by the local authority in which the business premises or registered address is located](#), where the vehicle or trailer stays overnight or where most of the food is stored and prepared. Some examples of typical scenarios are listed in the Appendix one.

Food trader registration is a simple process involving the trader completing and submitting a form to its local authority, stating the location of the business premises or registered address, where the vehicle or trailer stays overnight or where most of the food is stored and prepared. This local authority will then arrange for a food hygiene inspection to take place to check compliance with food safety requirements that are required by law.

As part of the application process to trade at the Winchester City Street Market, the applicant trader is required to submit confirmation from the local authority that the trader is registered with. This may be in the form of a letter or email from their local authority.

It is the responsibility of the Market Management Company to check all registrations, as part of the Approved Trader application process, with local authority Environmental Health Officers with food safety responsibilities.

National Food Hygiene Rating Scheme

All Approved Traders selling food and drink will be inspected by an Environmental Health Officer from their registered location's local authority. After an inspection all traders are issued with a report which confirms the outcome of the inspection and some are issued with a rating under the National Food Hygiene Rating Scheme. All local authorities in Hampshire participate in this scheme.

The ratings that can be achieved by a trader range from 0 to 5, with 5 being very good. Traders with a rating of 3, 4 or 5 can be considered for Approved Trader status for the Winchester City Street Market, upon application and subject to the assessment. Traders with a rating of 0, 1 or 2 must not be allowed to trade on the Winchester City Street Market.

If the prospective trader has been issued with a food hygiene rating as part of the National Food Hygiene Rating scheme, they will be required to declare the rating in their submitted application form.

The Market Management Company is required to confirm applicant traders compliance with the above requirements using the approved ratings on ratings.food.gov.uk as part of the Approved Trader application process and before the trader is permitted to trade on the Winchester Street Market. If any Approved Trader ratings are not listed on this website the Market Management Company is required to gain confirmation of the most recent rating directly with traders registered local authority.

Routine food hygiene inspections

All food businesses are subject to routine regulatory inspections. These inspections are typically carried out by Environmental Health Officers from the local authority where the trader has registered their business.

Some businesses are inspected more often than others either because their activity involves high risk foods and/or previous inspections have revealed poor or variable compliance.

The Market Management Company is required to have a system in place to review approved traders' ratings throughout the year so if a traders rating falls below the required 3 standard they will no longer be permitted to trade on the market.

Traders and mobile food vendors are often subjected to even more frequent inspection because the business crosses local authority boundaries. For example, if the trader has registered their business with Eastleigh Borough Council because they store and prepare food at their home address, which is in Eastleigh, an inspector from Eastleigh will undertake a routine food hygiene inspection. However, if the trader subsequently trades at a market in Southampton and then perhaps one in Havant, officers from those local authorities may also visit whilst the business is trading to undertake a routine food hygiene inspection.

Following any inspection, the trader will be issued either with a hand-written report, usually if standards are found to be acceptable. On some occasions, traders will be sent a more detailed typed report, usually when food hygiene standards have not been met.

It is a requirement of this policy that Approved Traders ensure the most recent inspection report is available for inspection by the Market Management Company and any Officer from the Environmental Health or Economy teams at Winchester City Council to review at any time.

Some low-risk businesses are not routinely inspected. These traders must still be able to provide registration confirmation from their registering local authority but will not always be able to provide evidence of the rating. If in doubt traders should speak directly with their registering authority.

Food hygiene and allergen training

Any trader wishing to sell food, which is high risk, must have attained a Level 2 Award in food safety in catering or retail, or equivalent. All traders, whether providing high risk or low risk food, must complete the Food Standards Agency's Allergen Training and Labelling Training. The allergen training and labelling training is available free of charge online via:

- allergytraining.food.gov.uk
- labellingtraining.food.gov.uk

The trader must provide evidence that they have attended and passed both the food hygiene training and the allergen training as part of the Approved Trader application



process. The training must have been undertaken within the last three years. A copy of the training certificate will be accepted as evidence.

Traders selling low risk foods do not require formal food hygiene training but must undertake the allergen training and comply with the essential food hygiene rules.

The Market Management Company is required to implement a system to ensure that Approved Traders preparing or serving food on the Winchester City Street Markets submit an up-to-date food hygiene and allergen training certificate every three years.

Information Note One - Essential Food Hygiene of the Winchester Markets Traders Guidance.

Food safety management system

It is a legal requirement that most food businesses implement and maintain a documented food safety management system (FSMS). Approved Traders selling high risk foods must have a documented food safety management system. Approved Traders must have their documents with them when trading in the Winchester City Street Market.

To help small businesses comply with this requirement the Food Standards Agency has produced a FSMS called Safer Food, Better Business (SFBB). This is the pack typically used by most market traders. A copy can be obtained directly from [food.gov.uk/business-guidance/safer-food-better-business-for-caterers](https://www.food.gov.uk/business-guidance/safer-food-better-business-for-caterers) or alternatively purchase a copy from online retailers.

The SFBB pack contains a series of 'safe methods' on good food handling practice. The trader must record answers to questions associated with the 'safe methods' explaining how they will produce and sell food safely. In addition, Approved Traders operating in the Winchester City Street Markets are required to keep a daily diary and undertake management checks.

The documented food safety management system must be always available for inspection and be kept up to date. All Approved Traders operating on the Winchester City Street Market and selling high risk foods must have their documented food safety management system ready for inspection on all trading days. The Market Management Company reserve the right to insist that Approved Traders cease trading with immediate effect if, on inspection, any documentation is incomplete or the diary not up to date.

Approved Traders selling low risk foods are not required to have a documented food safety management system, they must simply follow the guidance contained in the 'Essential Food Hygiene' Information Note.

Information Note One – Essential Food Hygiene

Stall requirements

Whether the Approved Trader trades from a stall or vehicle, the legal requirements are broadly similar when selling high-risk foods. Please refer to Information Note 4 for further information on staff, vehicle and trailer requirements.

Please refer to the Winchester City Street Markets Operating Policies and Guidance, which outlines what you must achieve to be invited to trade at the street market, along with a checklist to ensure you have everything you need.

Information Note Two – Stall/Vehicle/Trailer Requirements

Personal hygiene and hand washing

Effective handwashing is extremely important to help prevent harmful bacteria from spreading from peoples' hands. All Approved Traders that work with food must wash their hands:

- when in the kitchen or preparation area
- before preparing food
- after touching raw food
- after handling food waste or emptying a bin
- after cleaning
- after blowing their nose
- after using the toilet, and
- after touching phones, light switches, door handles and cash registers.

Approved Traders should dry their hands on a disposable towel to prevent the spread of harmful bacteria from wet or damp hands. Use a disposable towel to turn off the tap.

Approved Traders must not allow anyone to handle food or enter a food handling area if they:

- are suffering from or carrying a disease likely to be transmitted through food
- have infected wounds, skin infections or sores and/or
- have diarrhoea

Approved Traders with diarrhoea or vomiting should not return to work until they are symptom free for at least 48 hours.

Cuts and boils must be covered with a waterproof blue dressing.

In addition, it is recommended that Approved Traders:

- wear minimal jewellery
- avoid wearing nail varnish or false nails, and
- keep long hair tied back or covered

Approved Traders handling high risk food, which is not wrapped, must have an effective method for cleaning their hands to reduce the risk of food becoming contaminated. Hands must be washed frequently.



Approved Traders will be required to provide:

- a clean bowl for hand-washing only
- a thermal flask for the storage of hot water to be refreshed regularly
- liquid soap for hand washing, and
- disposable paper towels for hand drying

A supply of hot water is available in the Winchester Street Market storeroom for Approved Traders to fill flasks.

Cleaning

Approved Traders will be required to clean all equipment, for example: knives, chopping boards, cheese wires and serving spoons throughout the day.

Those handling open high-risk foods must provide:

- food grade detergent to clean away food debris
- food grade disinfectant to kill bacteria
- a bucket for containing hot washing water, and
- disposable cloths for cleaning

Approved Traders must ensure that they have separate equipment for raw and ready to eat foods to always reduce the risk of cross contamination.

Approved Traders will be expected to adopt a two stage clean for equipment and surfaces:

- wash down with hot water and washing up liquid followed by
- disinfection with antibacterial spray

Approved Traders must follow the manufacturer's instructions when using any disinfectant to ensure effective use. Some products must be in contact with work surfaces or equipment for more than five minutes to kill bacteria. Other products require dilution with water and if the dilution ratio is wrong, the product is ineffective.

Approved Traders must ensure they have separate equipment for raw and ready to eat foods to reduce the risk of cross contamination. This requirement includes vacuum packing machines whether used by the trader at the market or elsewhere.

Approved Traders are required to supply their own disposable cleaning cloths and dispose of these after use.

All Approved Traders making use of the Winchester City Street Market store room must ensure that this space is kept clean at all times.

Cleaning equipment – Market Management Company

The Market Management Company is required to undertake routine visual checks throughout the trading day and will address any issues of poor cleaning immediately. They will be monitoring the standards and addressing any issues direct with Approved Traders.

The Market Management Company is required to ensure that all Approved Traders are aware of and make appropriate use of the Winchester City Street Market storeroom, to enable Approved Traders to meet the obligations of this policy, as outlined above.

The Market Management Company are responsible for ensuring that both washing up liquid and disinfectant spray are always available in with Winchester City Street Market storeroom to enable Approved Traders to clean and disinfect their own equipment. They must also ensure that traders are aware of the sink with hot and cold water and drainer that is available in the market traders' storeroom.

The bucket, bowl or container used for washing the surfaces on the traders' pitch or vehicle must be separate from that used for washing hands. The disposable cleaning cloths must be disposed of regularly.

Refuse and waste water disposal

Approved Traders must provide a bin for food waste and other rubbish and arrange appropriate disposal. It is important that traders do not allow rubbish to accumulate.

Approved Traders producing wastewater must ensure it is collected in a suitable container and clearly labelled as 'wastewater'. Wastewater must not be disposed of in drains and gullies.

The trader must take their food waste, other rubbish and wastewater with them when they leave the street market at the end of the trading day and dispose of it in a hygienic manner.

The Market Management Company will be monitoring refuse and wastewater disposal. Any Approved Trader allowing food waste and/or rubbish to accumulate or disposing of wastewater inappropriately must be reminded of appropriate disposal by the Market Management Company. Failure to comply will mean the trader is removed from the Approved Trader list immediately.

Avoiding cross contamination

The Food Standards Agency published a [guidance](#) document explaining the measures that food businesses must take to reduce the risk of cross contamination between raw foods and ready to eat foods.

This guidance focuses on the risk presented by a particular food poisoning bacterium called E. coli O157. E. coli O157 is particularly hazardous because it:

- grows well at room or ambient temperature
- can survive refrigeration and freezing
- can tolerate and survive in acidic foods and foods with reduced water activity
- is highly infectious – less than 100 bacteria can cause illness, and

- causes very serious illness and even death

The measures outlined to control E. coli O157 will not just help to control other food poisoning bacteria, such as campylobacter and salmonella, but also allergens.

It is essential that Approved Traders, who handle raw and ready to eat foods or foods containing allergens, read and comply with the [guidance](#) in full and the Market Management Company undertake to monitor and enforce the policy.

All food must be protected from contamination by harmful bacteria, foreign objects and chemical contamination during transportation, storage, display and service.

Information Note Three – Avoiding Cross Contamination

Allergen control

The information in this section is based upon the [Food Standards Agency website](#). Approved Traders should visit the website for the more detailed information.

It is important to manage allergens effectively to ensure food is safe for customers with food allergies. This involves including allergen information when menu planning and having good food preparation and hygiene practices in place to avoid cross-contamination in food preparation areas.

Detailed guidance on how to manage allergens in food preparation areas can be found in the [Safer food, better business](#) information packs. This [allergen checklist](#) is a useful tool and provides detailed information on what traders should consider when deciding how to control allergen cross-contamination.

Approved Traders need to make sure they know what is in the food they provide. This can be done by recording allergen ingredient information in a written format.

Allergen ingredients information should be:

- recorded on product specification sheets
- included on ingredients labels and ingredients should be kept in original or labelled containers, and
- included in recipes or explanations of the dishes provided and reviewed or updated if a recipe changes

The Food Standard Agency has produced [allergen ingredient templates](#) and other resources which may be useful in allergen planning.

It is important for Approved Traders to take steps to avoid cross-contamination in food preparation to protect customers with a food allergy. There are several actions traders can take to prevent cross-contamination with allergens. These include:

- cleaning utensils before each usage, especially if they were used to prepare meals containing allergens
- washing hands thoroughly between preparing dishes with and without certain allergens

- storing ingredients and prepared foods separately in closed and labelled containers, and
- keeping ingredients that contain allergens separate from other ingredients

Allergen cross-contamination can also happen through using the same cooking oil. For example, the same oil cannot be used to cook gluten-free chips and battered fish.

If Approved Traders cannot avoid allergen cross-contamination in food preparation they should inform customers, by way of a visible notice, that they cannot provide an allergen-free dish.

Approved Traders selling food must provide allergen information to the consumer for:

- prepacked food
- non-prepacked food and
- non-prepacked (loose) food

Prepacked foods

This refers to any food put into packaging before being placed on sale. Prepacked food must have an ingredients list present on the packaging. Any allergens present in the product must be emphasised each time they appear in the ingredients list.

Prepacked for direct sale

These products are foods that have been packed on the same premises from which they are being sold i.e., in this case, the market stall, vehicle or trailer. Foods that commonly falls into this category are sandwiches and salads made and sold from the stall, vehicle or trailer in which they are made. Foods packaged in this way need a label with a full ingredients list with allergenic ingredients emphasised within it.

Non-prepacked (loose) foods

Approved Traders providing non-prepacked foods, must supply allergen information for every item that contains any of the allergens listed above.

Non-prepacked food is unpackaged at the point of sale, for example a made to order baguette. Loose foods are not packaged, but are ready for sale, for example, items sold at a delicatessen.

Technical guidance with a detailed explanation of the labelling requirements for each type of food is available [here](#).

Approved Traders can provide allergen information in several ways. Each trader can choose the best method for their business and the type of food served.

Approved Traders must provide allergen information in writing if selling or providing food to customers directly. This could be either:

- full allergen information on a menu, chalkboard or in an information pack or

- a written notice placed in a clearly visible position explaining how your customers can obtain this information

When allergen information is provided as part of a conversation with a customer, this must be backed up by written information. This would ensure that it is accurate and consistent. Approved Traders must display [this sign](#) available to tell customers how they can find allergy information.

The Market Management Company will check and enforce all Approved Traders are following correct food allergen control and will remove any Approved Traders who are not complying with the guidelines set up in pages 8 to 10.

Temperature control and monitoring

Approved Traders who prepare, handle, display or store high risk foods as part of their business must ensure that the temperature of the food is always kept under control, including during transportation to the market.

Temperature control is critical to ensuring that harmful organisms do not grow in the food and cause food poisoning to those who eat it.

Keeping food cold

The law requires high-risk foods, including vacuum-packed foods, be kept at a temperature of +8c or colder. Ideally traders should aim to keep food at +5c or colder to allow some leeway.

Raw meat and raw meat products should be kept below +5c and raw poultry and poultry products below +4c. Wet fish must be kept as close to the temperature of melting ice as possible, about +3c. This can be achieved by keeping the fish on ice and regularly topping it up.

Approved Traders can achieve these temperatures by using temperature-controlled vehicles for delivery and chilled display units when selling produce. Alternatively, it is acceptable to keep food cold during transport and display by using ice packs and insulated boxes.

Approved Traders must ensure that they have sufficient ice blocks to last throughout the day if using this method.

It is the Market Management Company's responsibility to ensure that Approved Traders make use of the dedicated freezer in the Winchester City Street Market storeroom to maintain ice blocks for use during the trading period. It is the Market Management Company's responsibility to ensure it is used appropriately and kept clean.

Approved Traders who choose to use the freezer for the storage of additional ice blocks should keep them in either a sealed container or tied bag. Ice blocks must be traceable to the trader, so labelling is required.



Ice blocks used for keeping raw foods, such as meat products cold must be kept separate from those used to keep ready to eat foods, such as cheese, cold. Ice blocks must be kept clean and cleaned after use.

Cooking and reheating food

High-risk foods, such as meat, poultry, rice and products containing these foods, such as curries, BBQs, hog roasts and paella must be cooked to a temperature which kills harmful bacteria that may be present in the food. Accepted practice is that food be cooked/reheated to at least +75c.

Keeping food hot

After cooking, some traders might wish to keep the food hot for service and display. It is a legal requirement to keep food for service and display at or hotter than +63c.

Temperature checks

Approved Traders at the street market are required to undertake temperature checks every 90 minutes to demonstrate that food is held at a safe temperature. To do this Approved Traders must always have available a working temperature probe and a means of cleaning and disinfecting the probe, for example, disposable sanitising wipes.

For unwrapped high-risk Approved Traders should undertake a temperature check by directly inserting the clean disinfected temperature probe into the food. For wrapped foods they may insert the temperature probe between packs of food, without directly inserting it into the food. In this instance, if the temperature is above +8c traders should re-check by inserting the clean, disinfected temperature probe directly into the food as the temperature may be cooler inside the food rather than on the surface.

When undertaking temperature checks it is important to ensure that the temperature probe is not in direct contact with ice blocks or hot surfaces as this will give a false reading.

The temperature of the food will vary depending upon how deeply or widely it is stacked when on display. For this reason, traders should take several readings and record the worst temperature, rather than the best to give an accurate indication of the temperature variation.

Approved Traders are expected to keep a log of the temperature monitoring they undertake and ensure it is always available for inspection by the Market Management Company or Winchester City Council's Environmental Health team.

Information Note Four – Temperature Control and Monitoring

Stock control: traceability

The law requires that traders can trace their food from the original supplier. For example, if a trader cuts cheese from large blocks they must be able to prove from which blocks the individual portions were taken and who supplied the cheese.

Approved Traders must have a system in place that enables identification of where food has come from.

Manufacturers' instructions

Approved Traders must follow any manufacturers' instructions strictly and never extend the shelf life of any high-risk foods or sell food beyond the use-by date.

Approved Traders must therefore have a system in place to ensure that they know what the manufacturers' instructions require and evidence that they have followed the instructions.

Following the manufacturers' instructions is particularly important when opening and re-wrapping foods because many products such as vacuum-packed cooked ham have a long shelf life when unopened, but a short shelf life of only one or two days once the original packaging is broken. Approved Traders must be sure of the instructions for all food that they sell.

Homemade foods

In some circumstances additional legislation applies to foods that are made in a domestic setting if that food contains meat, fish or dairy products. Some Approved Traders will require approval by their local authority Environmental Health Officer, rather than simply registration. A copy of this approval notification must be provided to the Market Management Company.

Complimentary food samples

Complimentary samples of food are considered in law to be a sale of food even though no money is taken. Any samples of food offered by Approved Traders must be subject to the same strict standards of hygiene, as food that is sold for payment.

Approved Traders selling food are required to:

- offer any food samples to their customers using cocktail sticks, tongs or disposable plastic/paper pots to avoid handling the food directly
- keep high risk foods at a safe temperature
- ensure that high risk food samples are not left out for a period of more than one hour, and
- offer any food samples only in small batches to avoid it being left out of temperature control for long periods

Information Note One - Essential Food Hygiene

This information should be read by all traders, whether handling high risk or low risk foods.	
You must not handle food if you have been suffering from:	
1	Skin, nose or throat infections
2	Stomach or bowel trouble, including sickness or diarrhoea
3	Report any of the above to your supervisor (where appropriate) before starting work
4	Cover all cuts and sores with a waterproof, high visibility dressing
5	Seek advice from your local Environmental Health Officer if you are unsure
Your hands must always be washed thoroughly and in particular:	
6	Before handling food
7	Before starting work
8	After using the toilet
9	After handling raw foods or waste
10	After each break
11	After blowing your nose
12	After eating
13	After smoking Approved Traders are not to smoke within the Winchester Street Markets area
14	Avoid unnecessary handling of food



15	Never smoke, eat or drink where food is handled
16	Do not prepare food too far in advance of service
17	Keep high risk food hot or cold and not in the 'Danger Zone'
18	Ensure raw and ready to eat foods are separated during transportation, storage, handling, preparation and service
19	Reheat food so it is piping hot
20	Clean as you go
21	Keep all equipment and surfaces clean
22	Adopt a two-stage cleaning process for surfaces and equipment – first clean with hot soapy water and then finish with a disinfectant
23	Make sure you know the contact time and dilution rate for your disinfectant

Information Note Two- Stall/Vehicle/Trailer Requirements

<p>This information note outlines the requirements for stalls and mobile vehicles/trailers selling high-risk foods, including ice cream. When trading in an outdoor environment the sound construction of your stall/vehicle/trailer is essential to ensuring the safety of food.</p>	
1	<p>The structure should be fully covered at the top and sides. This includes areas where food is stored and all extensions to food preparation/wash up areas. The purpose is to protect food and catering equipment from contamination and pests. Surfaces must be easy to keep clean and kept clean.</p>
2	<p>Where covering to the stall is not supplied all food should be suitably protected from contamination.</p>
3	<p>The surface on which food is laid out or prepared must be smooth and impervious so that it can be thoroughly cleaned. Wooden tables must be covered in plastic sheeting or other suitable covering material.</p>
4	<p>The lighting must be protected from moisture ingress. Lighting cables must be fully insulated where attached to metal framed structures. All installations must be undertaken by a qualified electrician.</p>
5	<p>You will be required to ensure that you have an adequate supply of clean potable water during the trading period.</p>
6	<p>Water used for the preparation of food, washing of hands and cleaning of equipment must be obtained from a safe drinking water supply. The Market Managers will direct you to the nearest source of potable water.</p>
7	<p>If you use containers to store water these must be labelled to indicate their use e.g., “Clean water only” and regularly cleaned and disinfected with a suitable chlorine-based disinfectant e.g., Milton Solution or equivalent.</p>
9	<p>Ice must only be made from fresh or bottled water and must be stored and handled in conditions which protect it from contamination. The purchase of pre-made ice is preferable.</p>
10	<p>Wastewater must be put into closed holding containers of adequate capacity (e.g., wastewater carriers, caravan portable drainage tanks) and not poured onto the ground, into surface water systems or into a water course. Suitable arrangements must be made for emptying. Wastewater containers should be labelled to indicate their purpose.</p>
11	<p>As a minimum you must ensure you have a bowl of hot water for washing hands.</p>
12	<p>The water must be refreshed regularly – cold, old water is not acceptable</p>
13	<p>You must supply liquid soap and disposable paper towels for cleansing and drying your hands</p>



14	Hot water may be supplied from an urn for hand washing, but only if the hot water can be mixed safely with cold water in a basin with a plug and waste water plumbing.
15	Hand sanitising gels are only effective on hands that are already clean and will not be accepted as a substitute for hand washing.
16	A sink and drainer supplied with washing up liquid, hot and cold water is available for cleaning equipment throughout the trading period.
17	If you need to wash food at any time during the day you can do so in the sink provided, but you must first ensure that the sink/drainer/taps have been cleaned with hot soapy water AND disinfected before washing food.
18	If you use these facilities, you must clean and disinfect after use to ensure they are in an acceptable condition for the next person to use.
19	Keep high risk food hot or cold and not in the 'Danger Zone'
20	Ensure raw and ready to eat foods are separated during transportation, storage, handling, preparation and service
21	Reheat food so it is piping hot
22	Food must be stored and handled so that it is protected from contamination
23	Raw and ready to eat foods must be always separated
24	Vehicles used to transport food must be kept clean
25	During transportation to market food must be wrapped or placed in sealed containers and kept separate from non-food items
26	Containers used to transport food must be kept clean and in good repair
27	Food/Equipment/Utensils must not be placed or stored directly on the ground.
28	Raw foods and cooked/ready to eat foods, must be stored, displayed and handled separately
29	All equipment/work areas must be cleaned and disinfected after use
30	High risk foods must be protected from the public touching, coughing or sneezing on the food
31	Your over clothing and apron must be clean

Information Note Three - Avoiding Cross Contamination

1	Raw meat
2	Unwashed Vegetables
3	Unwashed fruit
4	Unwashed salad
5	Raw ingredients including raw milk and raw milk products, for example, unpasteurized cheese
If you handle the products listed above alongside ready to eat foods a risk of cross contamination exists, which you must control.	
1	Direct contamination between raw and ready to eat foods during transportation, storage, handling, preparation and service.
2	Indirect contamination via food contact surfaces when ready-to-eat foods are stored in containers or prepared on work surfaces previously used for the storage or preparation of raw foods.
3	Equipment , for example vacuum packers, slicers and mincers which are used for both raw and ready to eat foods present a major risk of cross contamination between raw and ready-to-eat foods
4	Water spray/aerosols can result from washing contaminated food, equipment and hands, which can then contaminate ready-to-eat foods if the not adequately separated
5	Cloths and other cleaning equipment/materials can harbour bacteria and act as a potential vehicle for spreading the bacteria, if used for cleaning both raw and ready to eat surfaces, equipment and preparation areas
6	Personal hygiene , if poor, presents a risk of contamination if food handlers touch objects such as money, pens, cash registers, knives, boards etc, without first washing their hands after handling raw food.
7	Clothing , such as aprons and gloves can become vehicles of cross contamination if a food handler is handling both raw and ready to eat foods.
8	Infection – A food handler infected with food poisoning bacteria will be a source of contamination due to the infection and a route of contamination due to their food handling activity. Any food handler suffering from an infection that could be transmitted to another person via food must not be allowed to handle food or enter a food handling area. Further guidance is available at the Food Standards Agency’s website and the publication called Food Handlers: Fitness to Work

Complete physical separation of raw and ready to eat foods is the only reliable means of adequately controlling cross contamination. Listed below are some ways in which you



can reduce the risk of cross contamination between raw and ready to eat foods. The list is not exhaustive and you must carefully consider sources of contamination in your own business, the points at which contamination can occur and the control measures you might need to implement:

1	Separate and dedicated containers for the storage and transportation of your food to market
2	Separation of the containers during transportation i.e., avoid stacking containers containing raw foods on top of or near to those containing ready to eat foods
3	Separate and dedicated work surfaces/areas for preparing raw and ready to eat foods
4	Separate and dedicated equipment for preparing raw and ready to eat foods e.g., utensils, knives, chopping boards
5	Separation of raw and ready to eat foods when in refrigerators, freezers and on display
6	Wrapping and packaging materials for ready to eat foods should be kept entirely separate from that used for raw foods i.e., in a completely away from where raw foods are stored, handled, prepared and displayed

Information Note Four - Temperature Control and Monitoring

High risk foods must be kept hot or cold and not in the 'Danger Zone'	
High risk chilled food must be kept at +8c or colder, ideally aim for +5c or colder	
Fresh meat/fresh meat products should be kept at +5c or colder	
Fresh poultry must be kept at +4c or colder	
Wet fish must be kept as close to the temperature of melting ice as possible, around	
+3c or colder	
Cooked food should achieve an internal core temperature of +75c for at least 30 seconds	
Hot food for service/display must be kept at +63c or hotter	
Reheated food should achieve a core temperature of +75 for at least 30 seconds	
1	High risk foods should be transported to the market in refrigerated vehicles
2	If this is not possible the food should be carefully packaged between clean ice blocks and transported in clean boxes designed to keep the food cold
3	Equipment used in the transportation of food must be kept in good repair, clean condition and disinfected where necessary
4	High risk foods should be displayed in purpose-built display chillers
5	Where this is not possible the food may be displayed on ice blocks
6	If using ice blocks are used the food must be in direct contact with the ice block
7	A clean water-resistant cloth in a single layer between the food and ice block is acceptable for presentation purposes
8	Temperature control will be much less effective if there are layers of material between the ice blocks and the food.
9	Ice blocks must not be allowed to melt to the point where cooling is no longer effective
10	The run off from ice/ice blocks used for cooling must not result in the contamination of food
11	You must ensure that you have sufficient replacement ice blocks for use during the trading period and for transportation of food at the end of the day



12	A chest freezer is available in the trader's store for the storage of additional ice blocks. You should clearly label your own ice blocks.
13	Ice blocks must be kept clean and where necessary disinfected
14	You must monitor the temperature of high-risk chilled food to ensure it is at +8c or colder, ideally less than +5c. To do this you will need a temperature probe.
15	You must monitor the temperature of cooked food to ensure it is +75c or hotter. Again, you will need a temperature probe.
16	You must monitor the temperature of cooked food which is to be kept hot for service to ensure it is +63c or hotter. You will need a temperature probe.
17	When inserting a temperature probe in to food it must be clean and disinfected.
18	The probe must be cleaned and disinfected before probing different types of food to avoid cross contamination from one food to another.
19	Traders handling high risk foods will be required to have in place a food safety management system. As part of the system, you are required to adopt 'exception reporting'.
20	Exception reporting means that when your routine temperature monitoring reveals that food is not at the temperature it should be you record, in writing the action you have taken to bring the temperature back to what it should be or confirm in writing that you have disposed of the food.
21	You can record this information in your food safety management system diary, a note book, a temperature record or other permanent written method that suits your needs. You will be required to provide these records for inspection at any time by the Market Manager or other representative of Winchester City Council.

Appendix one

Scenario 1

A stall selling cheese stores, cuts, wraps and labels the food in a trade unit in Southampton. Therefore, their business must be registered/approved with Southampton City Council. Telephone Southampton City Council to check that the trader is registered.

Scenario 2

A trailer used for selling burgers and hot dogs is kept on the driveway overnight at the trader's home in Chandlers Ford. Therefore, the trader must be registered/approved by Eastleigh Borough Council. Telephone Eastleigh Borough Council to check the trader is registered.

Scenario 3

A stall selling homemade baked cakes, savouries and pies from the stallholder's own home in Petersfield and trading at several markets across Hampshire must be registered/approved with East Hants District Council. Telephone East Hants District Council to check the trader is registered.

Scenario 4

The owner of a business selling wet fish buys the fish each morning from a port in Dorset. The fish is transported in a vehicle to the market. The vehicle returns to the New Forest and is kept overnight at the home address of the fishmonger. This trader should be registered/approved with New Forest District Council. Telephone New Forest District Council to check the trader is registered.

Scenario 5

A trader stores olives and antipasto in a chilled container on an industrial estate in Winnall in Winchester. The trader must be registered/approved by Winchester City Council. Telephone Winchester City Council to check the trader is registered.

Definitions

High risk foods

High risk foods are those which support the growth of bacteria, including bacteria which can cause food poisoning.

In addition, high risk foods are those that can be eaten without cooking and are therefore called 'ready to eat foods'. They include:

- Soft and semi hard cheeses Products containing mayonnaise
- Cooked meats Many smoked and cured meats
- Cooked poultry Many smoked and cured fish
- Cooked fish and shellfish Products containing cream
- Rice based products containing eggs
- Sandwiches Vacuum packed foods
- Prepared ready to eat vegetables, fruit and salads Products containing cooked meat, cooked poultry,
- Cooked fish or cooked shellfish

Note: Different rules apply to some bakery products such as sausage rolls or meat pies fully encased in pastry. Approved Traders should contact Local Environmental Health Officers for advice.

Low risk Foods

These are foods that do not easily support the growth of bacteria, for example foods containing significant amounts of salt or sugar or low levels of protein or water. These foods include: jams, sauces, chutneys, breads, biscuits, sweets, hard cheese, olives, raw meat, wet fish and raw meat/fish products.

Additional Sources of Information

Food Standards Agency

Provides advice and guidance on complying food hygiene legislation including registration, food safety management systems, allergens and ensuring your food is safe.

Website food.gov.uk
Telephone 020 7276 8829
Publications 0845 606 0667

Chartered Institute of Environmental Health

Provides advice food hygiene. In addition, has produced guidance for outdoor mobile caterers.

Website www.cieh.org
Telephone 0207 928 6006
[Web Page](#)

Hampshire County Council – Trading Standards

Provides advice on food standards, including food descriptions, weights, allergens and labelling. In addition, provides advice on fair-trading and consumer safety.

Website www3.hants.gov.uk/trading standards
Telephone 01962 833620

The Nationwide Caterers Associations Ltd (NCASS)

Trade association providing advice on all matters related to catering including insurance, gas safety and food safety.

Website www.ncass.org.uk
Telephone 0121 603 2524

Gas Safe

Provides advice on how to select a gas engineer qualified to work on commercial catering equipment.

Website www.gassaferegister.co.uk
Telephone 0121 603 2524

Health and Safety Executive (HSE)

Provides advice to small businesses on complying with health and safety legislation. Extensive section on catering and some information on matters related to mobile food caterers. Includes advice on electrical safety, gas safety, pressure systems, slip/trips/falls. Explains what is legally required and what is not.

Website www.hse.gov.uk