



Notification of Non-Profit Organisation Food Event

Food Act 2006.

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P: 1300 622 529 | **E:** council@mackay.qld.gov.au | **F:** 07 4944 2400 | PO Box 41 Mackay QLD 4740 | **ABN:** 56 240 712 069
CS Centres: Mon-Fri, 8:30am-4:30pm | Civic Precinct, Gordon St, Mackay | 65 Broad St, Sarina | 20 Victoria St, Mirani

Non-profit organisation means an organisation that:

- Is not carried on for the profit or gain of its individual members; and
- Is engaged in activities for a charitable, cultural, educational, political, social welfare, sporting or recreational purpose.

For your notification to be valid you must:

- Complete all relevant sections; and
- Provide all supporting information referred to on this form.

Contact council if you have any specific enquiries regarding fees or how to complete this form. Please type or print clearly and select boxes where applicable. Enter "n/a" if the question does not apply.

SECTION A – ORGANISATION DETAILS

Organisation Name:

Postal Address:

Suburb:

Post Code:

Business Phone:

Business Fax:

Contact Person within the Organisation:

Position within Organisation:

Contact Phone:

Email:

SECTION B – EVENT DETAILS

Name of Event:

Location of Event:

Date of Event:

Operating Hours:

Types of food proposed to be sold (please specify individual food types):

SECTION C – APPLIANCES AND EQUIPMENT

If you are holding a food stall at an event (e.g. Festival of Arts, River to Reef) and sharing a power source, please complete this section.

Electrical appliances <i>(includes cooking, heating, hot and cold food storage equipment)</i>	Electrical power <i>(amps)</i>	Electrical power output <i>(watts)</i>

SECTION D – APPLICANT DECLARATION

- We, as a non-profit organisation, agree to comply with the *Food Act 2006* and Mackay Regional Council's *Guideline for the Establishment of a Temporary Food Premises* for this food event;
- I declare the information provided in this application to be true and correct.

Applicant Name:

Signature:

Date:



Guideline for the Establishment of a Temporary Food Premises

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About this Guide

Council aims to ensure that only safe and suitable food is sold from temporary food premises, and as such requires all food-handling and serving areas to be suitably constructed and operated.

This guideline also further clarifies the requirements outlined in the Food Safety Standards, and the *Food Act 2006* and is to be read as a supporting document to these standards.

Application and Administration

- This document applies to temporary food premises and all associated food premises operated within Mackay Regional Council;
- Operators of temporary food premises must comply with this policy;
- Council's Environmental Health Officers are authorised to enforce this document and to issue any necessary direction or any permit, licence or registration with or without conditions; and
- Where council's Environmental Health Officers consider that a temporary food premise is not suitable for use as a place of food business, the Environmental Health Officer may refuse the application or direct the temporary food premises to cease preparing, handling and supplying food for sale or consumption.

General Powers of Environmental Health Officers

- All temporary food premises operating within the Mackay region are subject to inspection by an Environmental Health Officer; and
- The powers and duties of Environmental Health Officers are in accordance with the *Food Act 2006*.

Definitions

- Clean means clean to touch and free of extraneous visible matter and objectionable odour;
- Contaminant means any biological or chemical agent, foreign matter, or other substances that may compromise food safety or suitability;
- Contamination means the introduction or occurrence of a contaminant in food;
- 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; or
 - (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 Premises means any premises including land, vehicles, parts of structures, tents, stalls, stands, and any other temporary structures, boats pontoons and any other place declared by the relevant authority to be premises under the Food Act, or used for the handling of food for sale, regardless of whether those premises are owned by the proprietor, including premises used principally as a private dwelling, but does not mean food vending machines or vehicles used 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 food;
- Low-Risk Foods include cakes, biscuits, slices, sweets, chutneys, sauces, jams, whole fruit and whole vegetables, however, does not include food which may contain rice, cream, dairy products, meat and other ingredients deemed to be a 'Potentially Hazardous Food' by a council Environmental Health Officer;
- Market stall is an established stall at a council-approved market site where low-risk foods are offered for sale to the general public;
- Meal means food that is intended to be consumed sitting down with cutlery at a table or other fixed structure and is of adequate substance to be ordinarily considered a meal;
- Non-Profit Organisation is an organisation engaged in activities for a charitable, cultural, educational, political, social welfare, sporting or recreational purpose and is not carried on for the profit or gain of its individual members;
- Potentially-Hazardous Food means food that must 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 in the food (e.g. meat, chicken, seafood, rice dishes, dairy products, gravy, cream-based desserts.);
- Temporary Food Premises are structures set up for a specific, occasional event such as a fete or fair. For the purposes of this guide, occasional is defined as being used less than twelve (12) times per year. This requirement does not apply to Category A stalls.

Note: Where an applicant wishes to attend events more than twelve (12) times in a year, a permanent structure such as a food vending vehicle or a food premises must be used. These permanent structures must be approved and licensed with council.

Temporary Food Premises Categories

Category A – Demountable Open Stall for Market Stalls and Prepacked Food Only

This category applies to the sale of prepacked, low-risk foods. These stalls are permitted to operate for one (1) day only. (e.g. cake stalls/fruit stalls at markets, fairs and fetes.)

Category B – Demountable Covered Stall for Food-Handling

This category applies to the sale of foods, which are unpackaged and are potentially-hazardous foods. These stalls are permitted to operate for one (1) day only. (e.g. sausage sizzle, burger stall, one day festivals or events etc.)

Category C – Hungi or Kup-Murri

This category applies to the preparation of foods by multicultural groups who wish to undertake cooking of a traditional nature. These stalls are permitted to operate for one (1) day only.

Category D – Temporary Food Premises located within Existing Buildings

This category applies to temporary food premises located within existing buildings. These stalls can operate:

- for one (1) day (e.g. use of kitchen facilities in church hall or community hall); or
- exceeding one (1) day (each application will be assessed by a Council Environmental Health Officer on its individual merits).

Category E - Additional Requirements for the Operation of Temporary Food Premises Exceeding One (1) Day

This category applies to the preparation of foods in temporary food premises exceeding one (1) day.

Approvals, Licences/Permits and Notification

Non-Profit Organisations

- (a) Non-profit organisations who want to establish and operate a **Category A, B, C, D or E stall** within the Mackay Regional Council area **are required to complete** a Non-Profit Organisation Food Event Notification form. A permit/licence is not required unless the organisation sells meals on at least 12 days/occasions each financial year.

Businesses

- (b) A person or business who desires to establish and operate a **Category A stall** within Mackay Regional Council area is **not required to obtain a food business day permit from council for the stall**. However, all pre-packaged food must be prepared/handled/made at a licensed food premises;
- (c) A person or business who desires to establish and operate a **Category B, C, D or E Stall** within Mackay Regional Council area, **is required to obtain a permit from council**. An application to establish and operate a temporary food premises is required to be submitted to council's Health & Regulatory Services for approval at least two (2) weeks prior to the event. This will allow adequate time for the application to be processed and approvals to be sent by mail;
- (d) Where any premises are used inside or outside Mackay Regional Council area, for the storage or preparation of food in conjunction with a temporary food premises, approval must be obtained from the relevant local authority for the place of storage or preparation.

General Information

- (e) The use of any food premises and any area adjacent thereto, for the purpose of selling any article of food, without the appropriate approval of council, or not in accordance with this document or any licence, registration or direction of Mackay Regional Council, is prohibited;
- (f) Council's development consent may also be required to establish any fair, market, festival, carnival, community market or similar function;
- (g) A building application may be required for the erection of any structure;
- (h) The use of liquid petroleum gas must comply with the requirements enforced by the relevant Authority.

Preparing Food for Temporary Food Stalls in a Licensed Kitchen

- (i) As preparing food in a licensed kitchen for an event is an extremely high-risk practice, the inspecting officer at the event will be shown time and temperature records of the cooling, storage and reheating of the product;
- (j) Clause 7(3) of the Food Safety Standard 3.2.2 (Food Safety Practices and General Requirements) states that "a food business **must**, when cooling cooked potentially-hazardous food, **cool the food (a) within two hours from 60°C to 21°C and (b) within a further four hours from 21°C to 5°C**";
- (k) Clause 7(4) of the Food Safety Standard 3.2.2 (Food Safety Practices and General Requirements) states that, "a food business **must**, when reheating previously cooked and cooled potentially-hazardous food too hot to hold it, **use a heat process that rapidly heats the food to a temperature of 60°C or above**";
- (l) Please note that if adequate time and temperature records (from both the premises and the temporary food stall) are not provided at the event, the food could be deemed unfit for human consumption and the food handler will be instructed to discard the food.

Carriage and Transportation of Food to Temporary Food Premises

Protection from Contamination

- (a) All food is to be packed in either sealed packaging or containers (with lids) prior to transportation; and
- (b) All food is to be transported in an enclosed vehicle to protect it from contamination during the entire course of transit to the temporary food premises.

Temperature Control

- (c) Potentially-hazardous food must be transported either at or below 5°C, or above 60°C;
- (d) Ensure that all frozen food remains frozen during transportation; and
- (e) Low-risk foods must be kept at temperatures that do not allow the food to deteriorate or perish.

Requirements for Category A – Demountable Open Stall for Market Stalls and Prepacked Food Only

- This category of stall applies to the sale of prepacked, low-risk foods; and
- These stalls are permitted to operate for one (1) day only.

Non-Profit Organisations

- (a) Low-risk foods may be prepared in domestic kitchens and donated to non-profit organisations. It is recommended in the interest of food safety that when a person is producing food in the home to donate to a non-profit organisation, they should have an awareness of the Food Safety Standards. The non-profit organisation, once it receives the donated food, takes on the responsibility of providing safe and suitable food.

Businesses

- (b) If food products prepared in domestic kitchens are intended to be sold from or supplied to Category A food stalls, retail outlets, or anywhere else, the kitchen must comply with the requirements of the *Food Act 2006* and *Food Safety Standards 2001*.
- (c) The premises will also be required to comply with council's town planning requirements and must obtain a Food Licence from council's Health & Regulatory Services.

Requirements

- (d) Low-risk foods, as defined above, are the only foods permitted to be sold from these types of stalls;
- (e) No foods are to be prepared or handled at the site where products are intended to be sold, unless these activities are conducted in a premises or vehicle, that holds a current food licence with Mackay Regional Council;
- (f) All food is to be individually prepacked in clean food-grade materials, or prepacked in suitable clean food-grade containers to protect against contamination before it is transported to the stall for sale;
- (g) All food is to be suitably labelled in accordance with Queensland Health's requirements. The Tropical Public Health Unit is located at the Mackay Base Hospital Campus (PO Box 5925, Mackay MC Q 4741), and can be contacted on (07) 4968 6611 for labelling requirements. A label buster guide is also available on the Queensland Health website;
- (h) All food must be stored and displayed on benches with suitable ground clearance to protect food from contamination;
- (i) All benches must be suitably covered with impervious materials and kept in a clean and hygienic condition at all times;
- (j) Sitting or lying on benches is prohibited;
- (k) Smoking is prohibited within the stall; and
- (l) Stall operators must be suitably dressed in clean clothing and maintain personal hygiene.

Requirements for Category B – Demountable Covered Stall for Food Preparation

- This category of stall applies to the sale of foods, which are unpackaged and are potentially-hazardous foods; and
- These stalls are permitted to operate for one (1) day only.

Structure Requirements

The Food Safety Standards require that operators of a temporary food premises ensure that all food and food contact surfaces are protected from contamination at all times. To achieve this the stall **MUST HAVE**:

- (a) A roof constructed of a suitable material, for example plastic or vinyl sheeting or other approved impervious materials;
- (b) The ground surface must be a solid surface and not pose any risk of contamination to food handled. The floor surface must be in a condition to afford protection from contamination and be a safe, cleanable working surface. If the stall is to be erected over a sealed surface, such as concrete or bitumen, an additional floor covering is not required. An additional floor covering may be required if the ground surface (grass/gravel area) is wet or muddy or not easily cleaned. The floor surface must, however, be maintained in a clean condition at all times;
- (c) Walls may be constructed of canvas, vinyl or other easily cleaned and approved materials. It is preferable that

- there shall be a minimum of two (2) walls to help protect the food from contamination;
- (d) Where practicable, the stall is to be positioned to minimise the impact of dust from prevailing winds;
 - (e) All benches, counter tops and tables are to be suitably covered with impervious materials and be kept in a clean and hygienic condition at all times; and
 - (f) All temporary food premises must have a sign which clearly identifies the name of the operator/s and a contact telephone number in typeset to a height no less than 100 mm. This sign is to be visible to patrons at all times.

Washing Facilities

- (g) Each stall must be provided with an adequate supply of potable water for hand washing and cleaning purposes; and
- (h) All stalls must provide separate facilities for washing hands and for washing utensils.

Hand Washing Facilities

- (i) A sealed container (approx. 20litre capacity) with an adequate supply of potable water, with a tap, is to be provided with at least one (1) suitable tub or bucket to be positioned beneath the tap to capture all waste water;
- (j) The handwashing facilities must be located within each stall and be easily accessible to all food handlers at all times; and
- (k) An adequate supply of single-use paper towels and liquid soap (preferably antibacterial) must be provided adjacent to the handwashing facilities at all times.

Utensil Washing Facilities

- (l) An adequate supply of potable hot water is to be provided to all stalls for the washing and rinsing of cooking and serving utensils. Equipment, such as an urn or electric kettle, is suitable;
- (m) A sealed container with an adequate supply of potable cold water, with a tap, is to be provided for the washing and rinsing of cooking and serving utensils;
- (n) At least two (2) suitable tubs or buckets are to be provided, additional to the hand washing tub or bucket, to wash and rinse the utensils in. An adequate supply of clean tea towels and detergent must be provided; and
- (o) No liquid wastes are to be discharged onto the ground, road, gutter or any other point. All liquid wastes are to be stored in a container with a lid and marked Liquid Waste Only. The contents should be disposed of via the sewer, septic system or approved waste contractor, dependent on the nature of the waste.

Cooking

- (p) All heating and cooking equipment including open grills, barbecues, and cooking plates must be located within the temporary food stall structure;
- (q) All cooking equipment must be positioned so that walls are protected from heat, flame and splashing; and
- (r) A suitable dry chemical extinguisher should be placed within the stall, where open-flame cooking is carried out.

Temperature Control

- (s) Potentially hazardous food must be maintained at a temperature of either:
 - (i) 5°C or below; or
 - (ii) 60°C or above; or
 - (iii) foods intended to be sold frozen must remain completely frozen.
- (t) Bain-maries are only to be used to maintain cooked foods at a temperature of at least 60°C. These appliances are not to be used to cook or heat-up food;
- (u) A temperature-measuring device (probe-type thermometer which can be inserted into food) is required if food is not going to be cooked and sold for immediate consumption;
- (v) Sterile alcohol wipes are to be provided and used to sanitise the probe-type thermometer, prior to inserting it into food products, to avoid contamination.

Protection of Food

- (w) All food is to be protected from the likelihood of contamination;
- (x) All food must be stored and displayed on benches with suitable ground clearance to protect food from contamination;
- (y) All serving-utensils must be protected from contamination by storing them in an enclosed container;
- (z) All foods must be handled with clean tongs or other suitable equipment;
- (aa) Only disposable eating utensils should be provided;
- (bb) Drinking straws, cups, spoons or other utensils are to be dispensed from suitable enclosed containers that protect the contents from contamination; and
- (cc) Condiments and sauces should be in squeeze bottles or individual sealed packs.

Personal Hygiene

- (dd) All food stalls must comply with the requirements outlined in [Section 13: Health and Hygiene Requirements](#) of this guide.

Disposal of Rubbish

- (ee) A refuse container and bin liner is to be provided within the stall for the storage of all waste. An adequate number of refuse bins are to be provided near the stall for use by customers; and
- (ff) Adequate arrangements must be made for the frequent removal of waste generated inside the stall and waste generated by customers.

Requirements for Category C – Hungi or Kup-Murri

- This category of stall applies to multicultural groups who wish to undertake cooking of potentially-hazardous foods in a traditional way;
- These stalls are permitted to operate for one (1) day only;
- Council has an approved site for cooking a hungi or kup-murri. The site is located at the Lagoons Hut. It is recommended that this site be used for cooking. The applicant must obtain approval from the Mackay and District Australian South Sea Islander Association Inc. prior to using this cooking facility.

For the operation of a Hungi or Kup-Murri the following conditions apply:

- (a) The fire and pit area shall be maintained in a neat and clean condition at all times, where practicable.
- (b) Rocks may be used to cook the food, provided that:
 - (i) The rocks have not been exposed to, or in their natural state contain, contaminants hazardous to human health;
 - (ii) The rocks must be of an impervious variety and capable of withstanding cooking temperatures without breaking down; and
 - (iii) Food is not permitted to come into direct contact with rocks.
- (c) Only clean sand is permitted for use as a covering material, provided that:
 - (i) The sand is stored close to the pit and protected from contamination;
 - (ii) The sand has not been exposed to, or in its natural state contain, contaminants hazardous to human health; and
 - (iii) Food is not permitted to come into direct contact with the sand.
- (d) All foodstuffs shall be protected from contamination and kept under temperature control during transportation, before and after cooking. Refer to [Section 7: Carriage and Transport of Food](#), of this document for further information;
- (e) All food being cooked shall be wrapped in banana leaves and/or food grade alfoil, which is clean and free from contaminants;
- (f) All foodstuffs shall remain wrapped during the entire cooking procedure to protect the food from any possible contaminants;
- (g) All wrapping and covering materials, such as hessian bags, shall be clean material which has not been exposed to, or in its natural state contain, contaminating substances;
- (h) The premises used for the storage, preparation and serving of the food must comply with [Section 9: Requirements for Category B - Demountable Covered Stall for Food Preparation](#) of this guide.

Requirements for Category D – Temporary Food Premises Located in Existing Buildings

- A separate preparation area/kitchen must be provided, separate to other functional areas of the facility; and
- All benches, counter tops and tables are to be suitably covered with impervious materials and be kept in a clean and hygienic condition at all times.

Washing Facilities

- (a) Each stall must be provided with an adequate supply of potable water for handwashing and cleaning purposes; and
- (b) All stalls must provide separate facilities for washing hands and for washing utensils.

Hand Washing Facilities

- (c) A separate handwashing facility must be provided within the kitchen/preparation area. This may mean supplying an additional container of potable water, with a tap and collection bucket positioned on a bench within the kitchen, or allocating one sink for utensils and one sink for handwashing. The position of the handwashing facility must be easily accessible to all food handlers; and
- (d) An adequate supply of single-use paper towels and liquid soap (preferably antibacterial) must be provided adjacent to the handwashing facilities at all times.

Utensil Washing Facilities

- (e) Separate utensil-washing facilities must be provided. As per condition above additional containers may need to be supplied depending on the building being used; and
- (f) An adequate supply of potable hot water is to be provided for the washing and rinsing of cooking and serving utensils.

Temperature Control

- (g) Potentially-hazardous food must be maintained at a temperature of either:
- (i) 5°C or below;
 - (ii) 60°C or above; or
 - (iii) foods intended to be sold frozen must remain completely frozen.
- (h) Bain-maries are only to be used to maintain cooked foods at a temperature of at least 60°C. These appliances are not to be used to cook or heat up food;
- (i) A temperature-measuring device (probe-type thermometer which can be inserted into food) is required if food is not going to be cooked and sold for immediate consumption; and
- (j) Sterile alcohol wipes are to be provided and used to sanitise the probe-type thermometer, prior to inserting it into food products, to avoid contamination.

Protection of Food

- (k) All food is to be protected from the likelihood of contamination;
- (l) All foods must be handled with clean tongs or other suitable equipment;
- (m) Drinking straws, cups, spoons or other utensils are to be dispensed from suitable enclosed containers that protect the contents from contamination; and
- (n) Condiments and sauces should be in squeeze bottles or individual sealed packs.

Personal Hygiene

- (o) All food stalls must comply with the requirements outlined in [Section 13: Health and Hygiene Responsibilities](#) of this guide.

Disposal of Rubbish

- (p) A refuse container and bin liner is to be provided within the kitchen/preparation area for the storage of all waste. An adequate number of refuse bins are to be provided near the building for use by customers.

General Information

- (q) Temporary food premises, which are proposed to be located within existing buildings, exceeding one (1) day must comply with [Section 12: Requirements for Category E - Temporary Food Premises Exceeding One \(1\) Day](#), of this guide.

Requirements for Category E – Temporary Food Premises Exceeding One (1) Day

- The operation of temporary food premises exceeding one (1) day must be either a food vending vehicle or a temporary structure, located within an existing building;
- Food vending vehicles must be constructed in accordance with Mackay Regional Council's *Standard of Construction for Food Vending Vehicles Code*;
- Temporary structures or existing buildings must comply with the requirements of the *Food Safety Standards 2001*;
- Where council's standards, or the requirements of the *Food Safety Standards 2001*, requires the provision of washing facilities in a food vending vehicle, the liquid waste arising from such facilities may be disposed of by means of a temporary connection from the vehicle's waste tank directly to the sewer.

Health and Hygiene Responsibilities

Requirements for Food Handlers

All food handlers of temporary food premises categories A, B, C, D & E must comply with this section.

General Requirement

- (a) Food handlers must take all reasonable measures not to handle food or surfaces likely to come into contact with food in a way that is likely to compromise the safety and suitability of food.

Health of Food Handlers

- (b) A food handler who has a symptom that indicates the handler may be suffering from a food-borne disease, or knows he or she is suffering from a food-borne disease, or is a carrier of a food-borne disease, must, if at work:
- (i) report that he or she is or may be suffering from the disease, or knows that he or she is carrying the disease, to his or her supervisor; and
 - (ii) not engage in any activities within the temporary food premises.
- (c) A food handler must notify his or her supervisor if the food handler knows or suspects that he or she may have contaminated food whilst handling food. Any contaminated food must not be sold or given away to the public, and must be disposed of immediately.

Hygiene of Food Handlers

- (d) A food handler, when engaging in any food handling operation, must:
- (i) ensure that his or her body, anything from his or her body, and anything he or she is wearing, does not contaminate food or surfaces likely to come into contact with food;

- (ii) prevent unnecessary contact with ready-to-eat food;
 - (iii) ensure outer clothing is of a level of cleanliness that is appropriate for the handling of food that is being conducted;
 - (iv) only use on exposed parts of his or her body bandages and dressings that are completely covered with a waterproofed covering;
 - (v) not eat over unprotected food or surfaces likely to come into contact with food;
 - (vi) not sneeze, blow or cough over unprotected food or surfaces likely to come into contact with food;
 - (vii) not spit, smoke or use tobacco or similar preparations in areas in which food is handled; and
 - (viii) not urinate or defecate except in a toilet.
- (e) A food handler must wash his or her hands, in accordance with section (f) below:
- (i) whenever his or her hands are likely to be a source of contamination of food;
 - (ii) immediately before working with ready-to-eat food after handling raw food;
 - (iii) immediately after using the toilet;
 - (iv) before commencing or re-commencing handling food e.g. after handling money;
 - (v) immediately after smoking, coughing, sneezing, using a handkerchief or disposable tissue, eating, drinking or using tobacco or similar substances; and
 - (vi) after touching his or her hair, scalp or any part of the body.
- (f) A food handler must, whenever washing their hands:
- (i) thoroughly clean their hands using soap or other effective means, and warm running water; and
 - (ii) thoroughly dry their hands on a single use paper towel and dispose of the used paper towel appropriately.
- (g) No pets or animals are permitted in the food handling area at any time.

Requirements for Temporary Food Premises Organisers

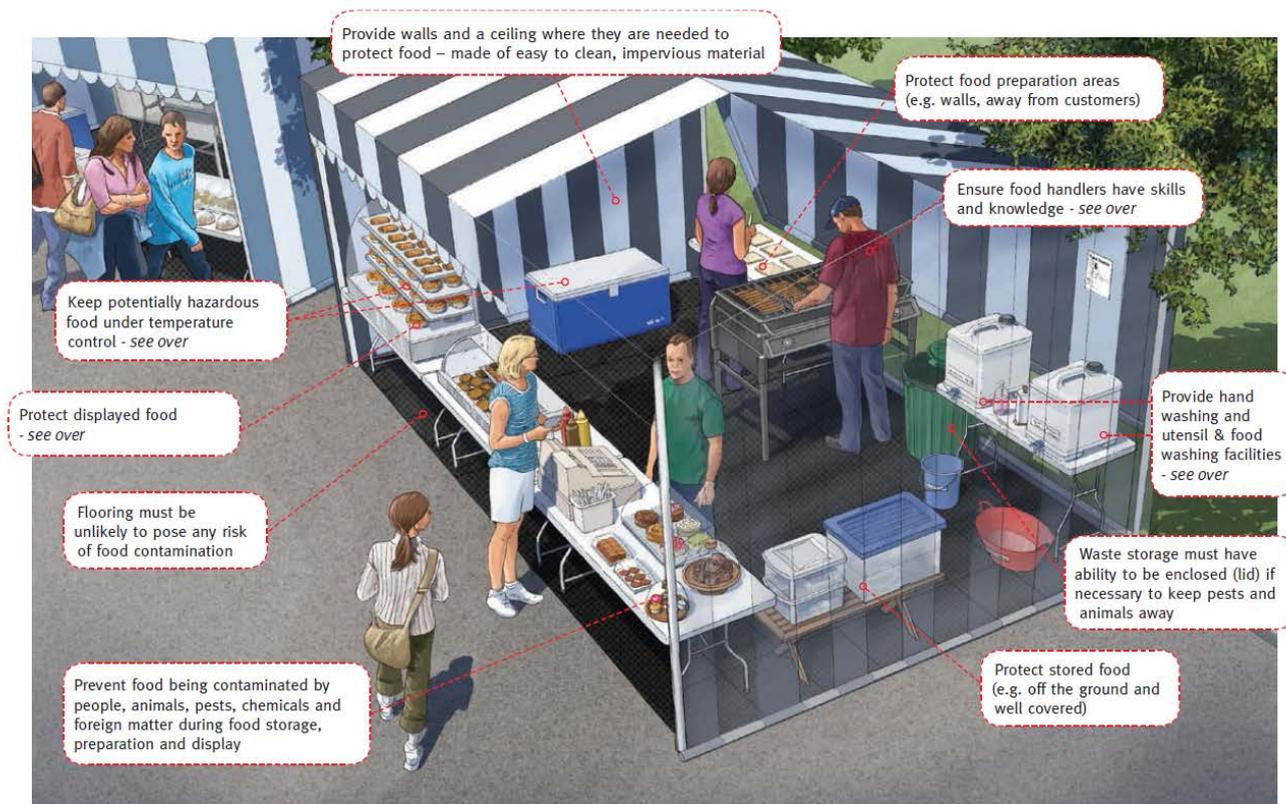
Health of Persons Who Handle Food — Duties of the Organiser

- (h) The temporary food premises organiser, or the person(s) responsible for operations of the temporary food premises, must ensure the following persons do not engage in any activities within the temporary food premises:
- (i) a person known to be suffering from a food-borne disease, or who is a carrier of a food-borne disease; and
 - (ii) a person known or reasonably suspected to have a symptom that may indicate he or she is suffering from a food-borne disease.
- (i) The temporary food premises organiser, or the person(s) responsible for operations of the temporary food premises, must inform all food handlers working for the food business of their health and hygiene obligations;
- (j) The temporary food premises organiser, or the person(s) responsible for operations of the temporary food premises, must ensure that any information provided by a food handler, in accordance with [Section 13\(b\)](#) of this guide, is not disclosed to any person without the consent of the food handler, except an authorised officer, and that the information is not used for any purpose other than addressing the risk of food contamination.

Appendix A: Setup of a temporary food stall

(Image provided courtesy of City of Gold Coast)

GUIDE FOR THE DESIGN AND OPERATION OF A TEMPORARY FOOD PREMISES (STALL)



This document is for guidance only and is not legally binding. Each premises will be assessed on its own individual food safety risks by the relevant local enforcement agency. Other requirements may also apply (e.g. LPG use, fire control, waste disposal) – seek advice from your local enforcement agency.

Appendix B: Minimum requirements for the operation of a temporary food stall

(Image provided courtesy of City of Gold Coast)

Hand washing facilities	Utensil and food washing facilities	Food handlers
<p>Container of sufficient size (e.g. 20 litres) with tap and potable water (warm running water is required unless written approval from enforcement agency)</p> <p>Liquid soap and paper towels</p> <p>Container for waste water. The waste water is to be disposed of appropriately (e.g. to sewer or without risk of entering stormwater/ waterways)</p>	<p>Container of sufficient size (e.g. 20 litres) with tap and potable water</p> <p>Hot water and/or food grade chemical sanitiser for sanitising if needed</p> <p>Provide separate washing and rinsing containers for food and for utensils, as needed</p>	<p>Ensure food, utensils and food contact surfaces are not contaminated by hands, hair, jewellery, wounds, coughs, etc.</p> <p>Clean person, attire and habits</p> <p>No smoking in stall</p> <p>Money and food handled separately</p> <p>Must have skills & knowledge in food safety and food hygiene matters</p> <p>Exposed wounds covered with waterproof covering</p> <p>Avoid unnecessary contact with food by using utensils or gloves</p> <p>Hands must be washed whenever they are likely to contaminate food</p>
<p>Food display, single use items and condiments</p>	<p>Temperature control of potentially hazardous food</p>	
<p>Protect displayed food from contamination (e.g. using lids, cling wrap or sneeze barriers)</p> <p>Protect single use utensils from contamination (e.g. store handle up) and do not reuse</p> <p>Clean the outside and top of dispenser bottles and do not top-up bottles</p> <p>Provide separate serving utensils for each self-serve food</p>	<p>Cold food – ensure 5°C or below</p> <p>Hot food – ensure 60°C or above</p> <p>Check food temperature with thermometer (accurate to +/- 1°C)</p> <p>Please seek advice from your local enforcement agency if planning to use an alternative to appropriate temperature control for display of potentially hazardous food.</p>	