TEMPORARY FOOD PERMIT NOTIFICATION (ONE OFF)

WAKEFIELD REGIONAL COUNCIL

This application must be lodged with Wakefield Regional Council at least fourteen (14) days before the event at which food will be served.

Once the application has been approved, Council will issue a permit. The permit must be available for presentation to Council staff upon request on the day of the event.

A permit is required to operate a food event within Wakefield Regional Council under the Food Act 2001(SA).

Please note that this permit does not authorise the use of council land or a public road for business purposes, such as operating a street stall. Where applicable, a separate Permit to Use Road for Business Purpose application must also be submitted to Council.

Completed application forms can be submitted:

In person:

Wakefield Regional Council, Scotland Place Balaklava SA

Email: admin@wrc.sa.gov.au

For further information, please contact Council's Environmental Health Officer on (08) 8862 0800.

1. APPLICANT DETAILS

Business Name:	
Contact Person:	
Mobile:	
E-mail:	
Postal Address:	

2. EVENT DETAILS

Name of Event:	
Location of Event:	

Date and Time Temporary Food Business will operate:

Is a Section 222 permit required? (Permit for Council Land or Road Usage) **Yes** ☐ **No** ☐

If YES – DATE APPROVED

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3. ABOUT THE FOOD & YOUR BUSINESS

Up to date information on the Food Act 2001 and the Food Safety Standards is available on the SA Health website

Specify the full range of types of food offered (or supply menu):

Is the food business notification registered with the Wakefield Regional Council? **Yes** ☐ **No** ☐

If **NO**, has the food business notified with another Council? **Yes** ☐ **No** ☐

If **YES**, Name of Council:

Food Business Notification Number:

4. FOOD SAFETY INFORMATION

a) Details of stallholder food handler training (if any) i.e. previous business owner, TAFESA course, Food Handling Certificate, I'm alert, prior experience.

Number of Food handlers at Event -

b) Details where the food is sourced from i.e. supermarket, supplier, home kitchens (if so, please list names of those supplying)

c) Temperature Control - Detail how potentially hazardous foods are to be kept under temperature control at all times including when it is received, stored, displayed or transported – cold (5°C or colder) or hot (60°C or hotter)

☐ Esky With Ice ☐ Fridge/Freezer ☐ Hot Food Storage ☐ Food Display

☐ Dry Storage ☐ Regular Thermometer Checks

d) Prevention of Contamination - Detail how you will prevent contamination of food-by-food handlers and other sources. i.e. gloves, tongs, covers for food, pre-wrapped food, sneezing guards etc.

e) Describe the hand-washing facilities provided at the stall - Unless ALL foods are pre-wrapped, it is essential that hand washing facilities are always provided and available.

f) Cleaning / Sanitising - Detail methods used to ensure surfaces (including crockery/cutlery) may be cleaned and sanitised. i.e. disinfectant and sanitiser present, supply of disposable wipes, disposable crockery used, dishes placed in container for washing in kitchen etc.

Please note that Environmental Health Officers may inspect stalls to ensure compliance with regulations and statements made above. Officers have the power to prevent the ongoing sale of food where a risk is found to exist and/or relevant legislation has been breached.

5. DECLARATION

I _____ (print name), declare that the information contained in this Temporary Food Permit Nonfiction form is accurate and complete. I am aware an inspection of my business may be undertaken prior/during the event by Council's Environmental Health Officer. I understand my obligations under the Food Act 2001 and the Food Safety Standards.

I have read and fully understand the Fundamental Food Safety information on the following page.

Signature _____ Date: _____

FOR OFFICIAL USE ONLY	
Date Notification received by EHO	
Date Approved by EHO & notified applicant	
Record Number	

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Conditions for Temporary Food Premises

1. Only single serve, disposable containers should be used to minimize need to wash up.
2. Work surfaces and utensils are to be regularly cleaned and if the utensils come into contact with ready-to-eat food, then the utensils must also be sanitised.
3. Solid waste is to be temporarily stored in rubbish receptacles with close-fitting lids.
4. Operators are required to take all practical steps to prevent access to food by flies and other vermin.
5. All food on display shall be covered to protect it from contamination by the public, dust, insects, etc.
6. The public is to be denied access to work areas.
7. No ground surface storage of food or equipment is allowed unless it is contained within suitable impervious storage containers with tight fitting lids.
8. Cold storage refrigeration and heating/holding appliances must be provided to keep food within the correct temperature range (cold food below 5°C, hot food above 60°C). Eskies with ice or freezer bricks may be used to keep food cold. You can transport or keep potentially hazardous food out of temperature control for short periods of time by applying the 2 hour/4 hour guide. This guide means that you can have freshly prepared food out of temperature control for up to 2 hours then refrigerate it for later use. If out of temperature control for between 2 hours and 4 hours the food is consumed. After 4 hours the food is to be thrown out.
9. Suitable probe thermometers with alcohol swipes accurate to +/- 1C must be available on the site.
10. Farm killed meat is prohibited to be sold for human consumption under the Meat Hygiene Act 1994. Meat must have been processed by the holder of an accreditation or a person exempt from the requirement to hold an accreditation in relation to processing the meat. Evidence of the origin of meat may be required of the outlet.
11. Fire extinguishers should be provided where cooking or heating processes are used. Where hot fat or oil is used for cooking a fire blanket must also be held.

Hand Washing Facilities in Temporary Food Outlets

Hand washing, antibacterial liquid soap and a single use means of drying hands must be provided where food is packed, prepared or served. Cloth towels must not be used. If using disposable gloves change them often and wash & dry hands periodically before putting on fresh gloves.

Sufficient quantities of potable (drinking) water must be available for activities such as hand washing, food preparation and cleaning. It is suggested that a plastic drum of around 10-20L capacity be used with an integral tap.



Hands must be washed using soap and water:

- Before commencing work;
- After using a toilet
- After smoking or eating or handling a handkerchief;
- After touching hair
- Between handling raw and cooked foods;
- Any other time hands may be contaminated.

Water Temperature
Warm water for hand washing is desirable.

Frame Tent Stalls
Water supply as above, basin or bowl, antibacterial liquid soap, single use paper towels on a separate stand or table at waist height. Bin for used paper towels. Cloth towels must not be used due to the risk of cross contamination.

Food Vending Vehicles
These should have approved existing hand-washing facilities. If not, then the same provisions apply as for frame tent stalls.

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