



REQUIREMENTS AND GUIDELINES

ESTABLISHMENT OF FOOD PREMISES

Requirements & guidelines for the establishment of food premises for the Shire of Gnowangerup.

Prior to the alteration, addition or construction of premises intended for the preparation, sale, storage or transport of any foods or ingredient of foods, an application must be made to the Gnowangerup Shire Council.

GENERAL

- The Owner/Operator is to apply for a Planning Consent and a Building Licence (if applicable);
- Applications to provide a floor plan and elevations of all food preparation area/s (min 1:50);
- To comply with the provisions of the **Health (Food Hygiene) Regulations 1993** and amendments;
- All work must be inspected and passed by Councils Environmental Health Officer prior to operating.

BRIEF CLASSIFICATION OF FOOD PREMISE

Class 1 Extensive food preparation – *Restaurants, Butchers, Commercial Kitchens etc*

Class 2 Specialised food preparation and reconstruction is undertaken – *no direct sale to the public – Poultry processing, Canneries etc*

Class 3 Limited food preparation – *Lunch Bar, Fruit Jam production etc*

Class 4 Limited food handling – *Deli, Grocery shop etc*

Class 5 Fruit and vegetables or food contained in protective packaging which does not require refrigeration or special storage – *Green grocer, Liquor store etc*

NOTE: FOOD MUST BE STORED AT CORRECT TEMPERATURES;

HOT FOOD ABOVE 60 DEGREES

COLD FOOD BELOW 5 DEGREES

FROZEN FOOD BELOW 15 DEGREES

MINIMUM STRUCTURAL REQUIREMENTS

All food premise/vehicles must be designed to;

- Protect food, equipment, appliances and packaging from weather.
- Easy to clean.
- Guard against the entry of vermin.
- Exclude, as far as practicable, dirt, dust, smoke, foul odours and any other contaminant.
- Be constructed of a non toxic material.

Food premise/vehicles - other than Class 5 must possess floors, walls and ceilings, so that separation from internal or external areas likely to be a source of contamination. Where a dining area is included, the kitchen floor area must be equal to not less than 23% of the total floor space.

Walls – must be made of a material that is smooth, durable, and resistant to corrosion, non-toxic, impervious to water and non-absorbent, have no cracks, crevices or other defects.

Tiles – if tiles are being used in a class 1 or 2 premise then the tiles must cover the full wall height. For a class 3 premise the tile height must be 600mm above benches, sinks and work areas. No cover strips, moulding or decorative material are to be used.

Floors – must be made of a material that is smooth, durable, impervious to water, have no cracks or crevices and be evenly graded to a trapped floor waste. If preformed materials are used on the floor they must continue up the walls at least 70mm above the floor level. Any junction formed between floor and walls must be covered to a radius of at least 9.5mm and be firmly supported.

Ceilings – must be made of a material that is smooth, durable and resistant to corrosion, non-toxic, impervious to water and non-absorbent, have no cracks, crevices or other defects. Class 3, 4 and 5 food premises and vehicles may be comprised of preformed materials.

Work benches – subjected to liquid spillage must be made of stainless steel and all other surfaces must be smooth and impervious to water with no cracks or crevices. All benches not sealed to a wall should be mounted on wheels to allow easy cleaning. This should also apply to white goods. All open shelving must be at least 150mm above the floor and 75mm from wall. Appliances with a mass greater than 16kg must be sealed to the adjacent surface or mounted on wheels. If appliances are mounted on a bench, they must be a minimum of 75mm from the adjacent wall.

All pipes, ducts, conduits and wiring – must be concealed in walls or covered in such a manner not to provide a cavity where dirt and pests could accumulate. When not possible a minimum clearance of 16mm is required.

Cool rooms – must be designed and constructed so that all internal angles between walls and other vertical surfaces are concaved to a radius of at least 9.5mm. Floor graded to a trapped floor waste unit and condensations from evaporation units collected and drained outside of the cool room. All shelving is to be at least 150mm above the floor and must be corrosive resistant, smooth and easy to clean. Doors are to be fitted with rubber seals and capable of being opened from inside. A thermometer must be provided with an accuracy of 1 degree and easy to read.

Lighting – should comply with Australian Standard (AS) 1680-1976 and fitted with protective covers and constructed as to prevent the contamination of food with dirt or dust.

Ventilation hood – must meet Australian Standards (AS) 1668.2.1 and be cleaned regularly.

Cleaning utensils – if eating or drinking utensils are used there must be a glass washing machine, a dish washing machine, a double bowl sink, a draining board and drying storage facilities. Hot water temperature of at least 75 degrees, a separate thermometer should be kept to confirm water temperature. Two additional sinks are required: one for food preparation and one solely for hand washing. Soap and single use towels, or an approved hand drying facility, must be located near the hand washing sink. Class 1 & 2 food premise hand washing sink must have a single outlet and be “hands free,” as in foot or elbow operated taps.

Insects and vermin – all doorways, windows and other openings must be protected so flies and other flying insects are excluded. It is the duty of the proprietor to ensure that the premise is kept free from vermin and insects. Two bar insect electrocuters are required in all food premises that don't have screens. Adequate facilities or receptacles must be provided in food premises for the

temporary storage of refuse in an impervious area, the containers must be kept clean, well maintained and free of vermin.

Grease traps – are required for class 1 & 2 food premises and must be installed outside the food premise and maintained in a clean and sanitary condition. They must be constructed to comply with the Metropolitan Water Supply, Sewage and Drainage Board By-Laws.

Public toilets – are to be provided when accommodation numbers exceed 20. Public toilets access must not be through areas where food is prepared, stored or handled. Staff and public sanitary conveniences may be combined, except the staff facilities must be segregated and locked and at no time be available to the public.

Changing rooms – and storage areas for staff must be provided to store personal effects and street clothing. No less than 3 square meters with an addition of 0.75 square meters for each person. The designated area must also be separated from the food handling area.

Should you need any assistance with these matters or require further information, please do not hesitate to contact the Environmental Health Officer on (08)9827 1007.