



PLEASE ENTER NAME OF CHURCH OR ORGANISATION

Food Safety Guidelines

Please check with your local council for further information on food safety and any local requirements. eg You may need permission from your local council when running any activity that includes the *sale* of food.

PREPARING FOOD

- Use separate utensils, including cutting boards and knives for raw food and cooked food. If this is not possible, thoroughly wash and sanitize equipment before using it.
- Wash all fruit and vegetables in clean water before using them.
- Don't use food from damaged packaging.
- Don't let raw food come into contact with cooked food to avoid cross contamination.

HANDLING FOOD

- Cooked or ready to eat food shouldn't be handled with bare hands. Use tongs, spatulas, spoons, or disposable gloves.
- Raw food to be cooked can be handled with bare (washed) hands.
- Change disposable gloves every hour &/or when they tear &/or when you change tasks.

COOKING AND HEATING

- Thaw frozen food before cooking, in microwave or at the bottom of the refrigerator.
- Never put thawed food back in the freezer.
- Cook thawed food immediately after thawing.
- Cook all foods completely, especially red meat, fish and chicken.
- Reheating: bring to boil and simmer for a minimum of 5 minutes before serving (or microwave using the manufacturer's guidelines).

STORING FOOD

- Temperature: meat, dairy or fish not already processed by heat are high risk foods. Store at the correct temperature, frozen (hard) at -15°C or cooler or refrigerated at 5°C or cooler.
- Time: Don't keep food in storage for too long. Record dates. Apply the "first in – first out" rule. Food should not be out of refrigeration for very long – 4 hours maximum.

DISPLAYING FOOD

- Wrap or cover food on display. Tag or label food trays, not the food.
- Refrigerated displays 5°C or cooler and hot displays 60°C or hotter.
- Don't use hot display equipment to reheat food.

TRANSPORTING FOOD

- Keep cold by using insulated containers like an Esky™ with ice or cold blocks.
- Food which is to be served hot should be transported cold and heated at event.