

## Checklist for Overton Sheepfair 2020 Food & Drink Traders

Name of Business .....

Food Hygiene Rating ..... Date of Rating .....

Registered with .....Local Authority

TASK - SETTING UP YOUR STALL (tick as applicable)	YES	NO	N/A
Do you have documentation on the food safety controls you adopt to ensure the food you prepare is safe to eat?			
Do you keep monitoring record sheets, training records, etc?			
Are these available for inspection on your trailer/stall?			
Are all food storage areas under cover and protected from contamination?			
Are they clean and free from pests?			
Do you have enough refrigeration? Does it work properly?			
Are all worktops and tables sealed or covered with a washable surface?			
Have you got enough preparation work top space?			
Have you got enough wash hand basins?			
Are they supplied with hot and cold water, soap and paper towels?			
Have you got sinks which are large enough to wash food and equipment in (including bulky items)?			
Are they supplied with hot and cold water?			
If there is no mains drainage have you made hygienic provision for the disposal of wastewater, e.g. waste pipe from sink to wastewater carrier?			
Have you got enough freshwater containers? Are they clean and have they got caps?			
Have you got a supply of hot water reserved for washing up and hand washing?			
Is all your food equipment in good repair? Are any repairs outstanding since your last event?			
Can you keep high risk foods stored/displayed at 8C or less?			
Have you got precautions to keep mud out of the stall in wet weather?			
TASK - CLEANING (tick as applicable)	YES	NO	N/A
Is your stall/vehicle clean? Can it be kept clean?			
Have you allowed time for thorough cleaning of the vehicle/stall equipment between events?			
Do you have a written cleaning schedule to ensure all areas are kept clean?			
Are the cleaning chemicals stored away from food?			
Can food be protected from contamination at all times?			
Is the unit free from pests and is open food protected from flying insects?			
Have you got proper bins with lids for food and waste?			

Do you have appropriate arrangements for the disposal of food waste and recycling?			
Do you have arrangements for the collection and disposal of waste oil?			
Do you and your staff operate a 'clean-as-you-go' procedure?			
Are you using clean cloths and a 'food-safe' disinfectant/sanitiser to clean food contact surfaces?			
<b>TASK - STAFF (tick as applicable)</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
Are all your food handlers trained, supervised or given instruction to ensure food safety?			
Have you any untrained, casual staff carrying out high risk food preparation?			
Do your staff display a good standard of personal hygiene and wear clean over-clothing?			
Have you a good supply of clean overalls/aprons.			
Are your staff aware that they should not handle food if suffering from certain illnesses?			
Have you a first aid box with blue waterproof plasters?			
<b>TASK - COOKING/REHEATING (tick as applicable)</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
Is all frozen meat and poultry thoroughly thawed before cooking?			
Is all meat and poultry cooked until it is piping hot (above 70°C) and the juices run clear?			
Are cooked and part-cooked food separated during cooking?			
Do you have a probe thermometer?			
Is all food reheated to above 75°C?			
Do you only reheat food once?			
Is food cooked and served straight away?			
If 'no' is it hot held at 63°C or above until served? Or is the cooked food cooled to below 5°C?			
Once cooked, is food protected from contact with raw food and foreign bodies?			
<b>TASK - HEALTH &amp; SAFETY (tick as applicable)</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
Have the gas appliances been fitted and tested by a competent Gas Safe engineer? Certificates should be available.			
Are LPG cylinders in a fire resistant, lockable compartment with adequate ventilation at high and low levels?			
Are all cylinders kept away from heat and ignition sources?			
Are all gas cylinders kept upright & secured with chains/ straps?			
Have all portable electrical appliances been PAT tested?			
Is all electrical equipment maintained in good order, e.g. no exposed wires			
If used, are generators protected from interference and situated to reduce noise and fume nuisance?			

Date checklist completed: .....