



GUIDANCE NOTES FOR MOBILE CATERERS

**Guidance Notes for Mobile Caterers
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This Guidance Note has been produced by the Environmental Health Department. It is intended to provide information to the operators of mobile catering units on the law.

Definitions and Abbreviations

A Mobile Catering Unit (MCU) includes a vehicle, trailer, caravan, stall or other similar premises from which food (including drinks) is sold. Common examples are fish and chip vans, hot dog and burger vans, jacket potato stalls and hog roasts. These may be located on lay-bys, roadsides, industrial estates, fairgrounds, etc.

- Environmental Health Officer (EHO)
- Trading Standards Officer (TSO)
- Food Safety Act 1990 (FSA 90)
- Food Safety (General Food Hygiene) Regulations 1995 (FS (GFH) R95)
- Food Safety (Temperature Control) Regulations 1995 (FS (TC) R95)
- Liquefied Petroleum Gas (LPG)
- Control of Substances, Hazardous to Health Regulations 2002 (COSHH)
- Management of Health and Safety at Work Regulations 1999 (MHSWR 1999)
- Health and Safety at Work Etc. Act 1974 (HSW 74)

UNDERSTANDING THE GUIDANCE NOTE

All legal requirements are marked with the appropriate section of the legislation. All recommendations and advice are marked 'recommendation' or 'good practice'.

Information in Part 1 of the Guidance Note. Law Enforced by E.H.O.'s	Information in Part 2 Health and Safety Requirements
1. Registration	1. LPG Safety
2. Structure and Siting	2. Risk Assessment
3. Water Supply and Washing Facilities	3. First Aid
4. Food preparation and Temperature	4. Slips and Trips
5. Hazard Analysis	5. COSHH
6. Training and Personal Hygiene	6. H.S.W.
7. Refuse Storage	7. Accidents
8. Defences	8. Safety Signs

SETTING UP A MCU

If you intend to trade from an MCU or are thinking of purchasing or equipping such a unit it is advised that you contact the Local Authority Environmental Health Department where the vehicle is to be kept or stored. The Trading Standards Department of the County can provide advice on food standards and labeling requirements.

PART 1

This Guidance Note does not have the force of the law. An Industry Guide for Caterers is also available for those wishing to find out more information. This is detailed in Appendix 1. Whilst not having the force of the law, the Industry Guide is an official guide which provides valuable

information on compliance with the Food Safety (General Food Hygiene) Regulations 1995. In addition, EHO's must give the Industry Guide due consideration when they enforce food legislation.

Further guidance is available from the Mobile Outdoor Catering Association (Code of Practice available from MOCA, 1301 Stratford Road, Hall Green, Birmingham, B28 9HH, telephone 0121 693 7000).

REQUIREMENT

ADVICE

1. REGISTRATION

IT IS A LEGAL REQUIREMENT THAT A FOOD BUSINESS REGISTERS WITH THE REGISTRATION AUTHORITY. (Regulation 2 FOOD PREMISES REGISTRATION REGULATIONS 1991).

Moveable premises will need to be registered with the Authority in whose area that are normally kept or garaged. A MCU has to be registered if it is to be used for a food business for 5 or more days (whether consecutive or not) in any 5 consecutive weeks.

An application to register should be made to the relevant registration authority at least 28 days before the first use of the vehicle. The application form is available from the registration authority. There is no charge to register. You will NOT receive a certificate confirming that you are registered, the details will be entered on the Local Authority's register.

Once you have registered with the Local Authority you only need to notify them of a change of proprietor, if the nature of the business changes, or if there is a change of the address at which the moveable premises are kept. The new proprietor will have to complete an application form.

2. STRUCTURE AND SITING

The main laws relating to food safety and hygiene on your vehicle are found in the FSA90 and the FS(GFH)R95. The main law on temperature control is in the FS(TC)R95. Your local EHO can provide free booklets on these regulations which are detailed in Appendix 1.

(a) SITING

IT IS A LEGAL REQUIREMENT THAT THE MCU IS SITED TO AVOID THE RISK OF CONTAMINATING FOODSTUFFS AND HARBOURING PESTS, SO FAR AS IS REASONABLY PRACTICABLE. (Schedule 1, Chapter III, 1 - FS(GFH)R95)

Avoid siting the MCU in a place where there could be a lot of airborne dust or debris.

IT IS A LEGAL REQUIREMENT THAT ELECTRICAL INSTALLATIONS ARE SUITABLE AND PROPERLY MAINTAINED. (Electricity at Work Regulations 1989)

If an external power source is used ensure that electrical cables are suitable for external use and protected against mechanical damage. They must not cause a trip hazard.

There may be trading restrictions on the areas from which

you wish to trade. Check with the Local Authority in whose area you wish to trade. In certain streets a STREET TRADER'S 'LICENCE' or STREET TRADING 'CONSENT' is required which you will have to apply for. If you are given approval to trade in a designated street(s) this will involve payment of a fee.

The owner of the land or highway on which you wish to trade should also be consulted. If parking on the road or in a lay-by you must not cause an obstruction and affect traffic flow. The police of the owner of the road or lay-by may ask you to move on.

(b) CLEANLINESS

**IT IS A LEGAL REQUIREMENT THAT ALL PARTS OF THE MCU ARE KEPT CLEAN AND MAINTAINED IN GOOD REPAIR AND CONDITION.
(Schedule 1, Chapter III, 1 - FS(GFH)R95)**

Ensure that work surfaces and other equipment with which food comes into contact are cleaned before use and as necessary during the working day. Ensure that all cleaning chemicals are suitable for the job and properly stored away from food when not in use. It is recommended that a suitable sanitiser is used on the work surfaces to kill bacteria.

Always store cleaning chemicals in properly marked containers and never place in old food containers.

It is recommended and good practice to draw up a written cleaning schedule stating the area to be cleaned, the chemicals to be used and how often it is necessary.

(c) CONSTRUCTION

**THE MCU MUST BE DESIGNED, CONSTRUCTED AND MAINTAINED IN GOOD REPAIR AND CONDITION TO AVIOD THE RISK OF CONTAMINATING FOODSTUFFS AND HARBOURING PESTS.
(Schedule 1, Chapter III, 1 - FS(GFH)R95)**

CEILINGS

The ceiling or roof lining should be smooth and easy to clean. Contamination of food could arise from flaking paintwork, rust or condensation dripping off the ceiling.

VENTILATION

There must be adequate ventilation if cooking takes place. The ventilation should remove grease and cooking fumes from the MCU. Adequate ventilation is also essential when LPG is used. (see Part 2 below). It may be necessary to install a guarded extractor fan in a canopy above griddles or cooking appliances. Grease filters also help to remove grease from the air and prevent it contaminating surfaces. The supplier or manufacturer of the MCU can provide further advice on the design aspects.

WALLS

The walls and inner door linings must be smooth, impervious and easy to clean. Ensure that there is no flaking paintwork or bare woodwork which could rot or splinter.

FLOOR

The floor surface must be impervious and easy to clean and disinfect. It is also advised that for health and safety reasons it is non-slip. Domestic grade coverings may be acceptable but they are often not hard wearing and may become slippery from spillages or grease. An industrial grade covering is likely to provide a better finish. A suitable floor paint may also be acceptable in certain MCU's. Some tents and stalls make use of wooden flooring which can be laid on site. This should be acceptable but it is important that a temporary floor is level and does not form a trip hazard.

PESTS

Every effort must be made to prevent pests getting into the

vehicle. Ensure that there are no holes particularly where pipe work leaves the MCU. Holes or gaps could allow vermin into the vehicle.

Flies and other insects may be a problem particularly in the summer months. Food on display such as sandwiches should be covered or wrapped to protect it from contamination. Food should not be left out in the vehicle unless it is being prepared. In some MCU's an ultra violet fly killing device can be installed. MCU's can sometimes be pest proofed, e.g. plastic strips on doorways or installing fly screens on windows or roof vents may be possible.

Never use fly sprays or ant powder around open food or areas where food is being prepared.

Always ensure that the vehicle floor surface is kept clean. Spillages may attract ants and flies.

If you have a pest problem get professional help. Never try to treat the problem yourself. You could end up contaminating foodstuffs or using unsuitable pesticides.

3. WATER SUPPLY AND WASHING FACILITIES

(A) IT IS A LEGAL REQUIREMENT THAT THERE IS AN ADEQUATE SUPPLY OF DRINKING WATER. (SCHEDULE 1, Chapter VII and Chapter II, 2e-FS(GFH)R95)

Drinking water will be needed for hot and cold drinks and any necessary washing of foodstuffs.

All drinking water containers must be cleaned and sanitised before each use. The sanitiser used must be suitable for use with food containers. To avoid tainting thorough rinsing may be required. Separate containers should be used for drinking water and the collection of waste water. It is advised that containers are marked to ensure that they are kept separate.

When on site ensure that any water obtained from taps is of a drinking water standard. Remember that bacteria can grow in stored water so care is needed at all times.

If using ice, ensure that it is made from potable water. Never use hands to pick up ice, a recognised scoop must be available.

Regularly clean and sanitise all equipment that comes into contact with the ice-buckets, scoops and tongs.

(B) HAND BASINS

IT IS A LEGAL REQUIREMENT THAT FACILITIES FOR THE HYGENIC WASHING AND DRYING OF HANDS ARE AVAILABLE. (Shedule 1, Chapter III, 2a- FS(GFH)R95)

There must be a wash hand basin provided for hand washing only. Hot and cold water or hot water at a suitably controlled temperature must be available. Soap or a suitable detergent and hygienic hand drying facilities must be provided. It is recommended that paper towels or single use towel is used. Cotton towels can get very dirty when used throughout the working day.

Do not obstruct the basin by storing items in it. The wash hand basin is needed for hand washing only, equipment and food should be washed in the designated sink(s).

Staff should wash their hands on entering the vehicle, after a break, after coughing, sneezing, visiting the toilet, after handling raw foods and regularly during the working day.

Clean hands are an essential part of ensuring good food hygiene.

It is not good practice to use a bowl without drainage and re-use water for hand washing. The water will quickly get dirty and may lead to hands getting contaminated.

(C) SINKS

ADEQUATE PROVISION MUST BE MADE FOR ANY NECESSARY WASHING OF FOODSTUFFS AND THE CLEANING OF UTENSILS AND EQUIPMENT (Shedule 1, ChapterIII, 2c and 2d – FS(GFH)R95)

A minimum of one sink must be provided for the washing of food equipment as is necessary. Hot and cold water will be needed. Adequate drainage from the sink will be

needed. Waste water should be collected for proper disposal or alternatively discharged into an appropriate drain.

For health and safety reasons hot water should be available at the basin directly without the need to carry hot water to it since this poses a risk of scald accidents. An adequate supply can be provided from the Burco type boiler. If the temperature of water poses a risk of scalding then adequate cold water must be available for mixing and it is advised that a safety sign is displayed warning staff. (See part 2 Safety Signs section).

4 FOOD PREPARATION AND TEMPERATURE CONTROL

- (a) IT IS A LEGAL REQUIREMENT THAT SURFACES IN CONTACT WITH FOOD ARE IN A SOUND CONDITION AND ARE EASY TO CLEAN AND DISINFECT.**
(Schedule 1, Chapter III, 2b)

Work surfaces must be smooth, washable and easy to clean and disinfect. Suitable surfaces include laminated finishes properly finished at the edges and stainless steel. It is recommended that suitable chopping boards are used, particularly with laminated surfaces since these protect the surfaces since these protect the surfaces from damage. It is recommended that different colour coded chopping boards are available for the different foods that are prepared. This will help to prevent bacteria from raw foods getting onto cooked foods, thus preventing any cross contamination.

- (b) ADEQUATE FACILITIES AND ARRANGEMENTS MUST BE MADE FOR MAINTAINING AND MONITORING SUITABLE FOOD TEMPERATURE CONDITIONS.**
(Schedule 1, Chapter III, 2g – FS(GFH)R95)

The FS(TC)R95 control food temperatures during preparation and storage on the MCU. A free booklet is available explaining the requirements. (Appendix 1) Subject to certain limited exceptions foods likely to support the growth of food poisoning bacteria must be kept at less than 8°C or above 63°C.

A suitable refrigerator or equivalent cold holding equipment is needed in a MCU selling high-risk foods. A suitable fridge thermometer or other means of checking the temperature will be needed. The food temperature must be kept at 8°C or below; the air temperature should preferably be 0 to 5°C to achieve this.

It is recommended that a block of lard or margarine is kept within the refrigerator which can then be regularly checked using a probe thermometer, in order to monitor food temperatures.

It is recommended that a written record is kept of any temperature monitoring undertaken. It is not a legal requirement to write anything down but this is helpful when looking at whether you have acted with due diligence in the event of a problem. (See defences below)

A suitable probe thermometer can also be used to occasionally check hot food temperatures and the temperature of food in bain-maries.

If you use a probe thermometer, thoroughly clean it with probe thermometer wipes or equivalent before use. Do not probe raw foods.

Properly maintain your probe thermometer and check that batteries are working properly. Suitable probe thermometers are available at a moderate cost from catering equipment suppliers and cash and carries.

It is recommended that a spare battery is kept. Never use glass thermometers, which could break and contaminate food.

Keep chilled sandwich fillings cold until placed in the roll or sandwich. Once prepared it is advisable to keep sandwiches containing high risk foods chilled. However, it is a defence under the regulations if you can show that the

food was displayed for a single period of up to 4 hours to allow for service display.

Food such as sausages, burgers, etc. to be served hot should be thoroughly cooked and kept hot at 63°C or above. It is a defence under the regulations if you can show that food was kept lower than 63°C for a single period of less than 2 hours.

5 HAZARD ANALYSIS

IT IS A LEGAL REQUIREMENT THAT YOU IDENTIFY ANY STEPS IN THE ACTIVITIES OF YOUR FOOD BUSINESS WHICH ARE CRITICAL TO ENSURING FOOD SAFETY. YOU WILL ALSO NEED TO ENSURE THAT ADEQUATE FOOD SAFETY PROCEDURES ARE IDENTIFIED, IMPLEMENTED, MAINTAINED AND REVIEWED BASED ON THE FOLLOWING PRINCIPLES:

- (a) **ANALYSE POTENTIAL FOOD HAZARDS.**
- (b) **IDENTIFY THE POINTS WHERE FOOD HAZARDS OCCUR;**
- (c) **DECIDE WHICH OF THESE POINTS ARE CRITICAL TO FOOD SAFETY;**
- (d) **IDENTIFY AND IMPLEMENT EFFECTIVE CONTROL AND MONITORING PROCEDURES AT THESE CRITICAL POINTS;**
- (e) **REVIEW THE PROCESS PERIODICALLY.**

An example of a food hazard is that caused by food poisoning bacteria which could survive the cooking process. When cooking a burger, the cooking time and temperature will be critical to ensuring food safety. The centre of the burger must reach 70°C for 2 minutes or equivalent to kill food poisoning bacteria which may be present

Effective control and monitoring can be achieved by ensuring that the cooking equipment is working properly and the burger is properly cooked all the way through and does not remain pink in the centre. A probe thermometer could initially be used to check that after the required cooking time the centre of the burger is hot enough to kill food poisoning bacteria. (Once the correct time/temperature relationship has been established it will not be necessary to probe every burger but an occasional check could still be made.)

It must be ensured that after thorough cooking the burger is not cross contaminated by bacteria from hands utensils or raw foods.

It is not a legal requirement to write anything down. However, in order to show that you thought about food hazards it is recommended that you have some written records. For instance a written record of temperature monitoring is helpful.

6 TRAINING AND PERSONAL HYGIENE

IT IS A LEGAL REQUIREMENT THAT ALL FOOD HANDLERS ARE SUPERVISED AND INSTRUCTED AND/OR TRAINED IN FOOD HYGIENE MATTERS COMMENSURATE WITH THEIR WORK ACTIVITY. (Schedule 1, Chapter X)

The catering Industry Guide provides detailed advice on instruction and training necessary.

All staff should receive instructions on starting work of the hygiene rules which they are expected to follow. Formal training will be expected for food handlers handling high risk foods. This means that if they handle or prepare foods such as meats, dairy products, fish etc. a formal training course should be attended.

Numerous organisations run basic food hygiene courses.

PERSONAL HYGIENE

IT IS A LEGAL REQUIREMENT THAT EVERY PERSON WORKING IN A FOOD HANDLING AREA MAINTAINS A HIGH DEGREE OF PERSONAL CLEANLINESS AND WEARS SUITABLE CLEAN AND APPROPRIATE PROTECTIVE CLOTHING. (Schedule 1, Chapter VIII)

Clean washable overclothing should be worn when preparing food. It is recommended that overclothing covers all personal clothing. A clean uniform will also be acceptable.

Hair covering is recommended.

Ensure that you keep your self clean.

Hand washing is essential to prevent food becoming contaminated.

Never smoke in a MCU or whilst handling food. If you smoke outside the MCU during a break, remember to wash your hands afterwards.

Do not chew gum or eat whilst preparing food.

Do not wear jewellery (a plain gold ring is usually acceptable) when preparing food. Stones contaminate food and dirt can get trapped behind jewelry.

Ensure that all cut, burns or grazes are covered with a waterproof dressing. It is recommended that brightly coloured plasters are used.

7 REFUSE STORAGE

**IT IS A LEGAL REQUIREMENT THAT FOOD WASTE DOES NOT ACCUMULATE UNNECESSARILY IN THE MCU. FOOD WASTE MUST BE PLACED IN APPROPRIATE CLOSABLE CONTAINERS OR EQUIVALENT WHICH ARE EASY TO CLEAN AND DISINFECT.
(Schedule 1, Chapter VI)**

Any bin outside the MCU must be kept clean. Do not touch the lid of the bin since this will contaminate hands. Foot operated bins are recommended.

Bins outside the MCU should be available for refuse and litter from the public.

Be careful that refuse is not badly stored so that it attracts pests. If left overnight bins should have tightly fitting lids. Black sacks alone are easily split and attract pests.

8 DEFENCES

Under FSA there are some defences. The main defence is that of "due diligence". This is designed to ensure that your customer is protected against contaminated or unsuitable food and that you, the trader are not convicted of an offence you have taken all reasonable care to avoid.

Useful documentation that would help you includes written records of temperature monitoring (hot and cold food), details of action taken to comply with the hazard analysis requirements and evidence of training and instructions given to food handlers.

The Court makes a final decision on whether you have made out a due diligence defence in particular circumstances.

Part 2

1. LPG Safety

The main dangers associated with the use and keeping of LPG are the build up of gas with an associated fire and explosion risk. A further danger is the formation of toxic gases if the vehicle is inadequately ventilated, due to the incomplete combustion of LPG when an appliance is in use.

Siting

Cylinders should be located in a well-ventilated position in the open air, or within a separate ventilated housing outside the vehicle or in a ventilated compartment. The housing or compartment should be gas tight to the interior of the vehicle. A notice should be fitted to the outside of the compartment indicating the presence of gas cylinders.

Pipework

Pipework should be as short as practicable. The pipework and joints should be compatible with LPG and capable of resisting corrosion and abrasion. Generally solid drawn copper tube used with copper or copper alloy fittings or stainless steel tube and appropriate compression or screw fittings are recommended. The high-pressure stage, i.e. the pipework at cylinder pressure to the regulator should be kept as short as possible. The pipework and the regulator should be located externally to the vehicle or within the cylinder compartment.

Lengths of flexible high pressure hose should be kept to the minimum length necessary. The hose should comply with BS 3212, Part 2, and fitted with integral threaded ends. Flexible tubing at the low pressure stage should be kept to the minimum practicable length and comply with BS 3212, Part 1. The tubing should be provided with integral threaded ends or otherwise secured by crimping or using a suitable hose clip. (Not worm driven)

Appliances

Appliances must be securely fastened to the vehicle and not capable of working loose. They should be installed, used and maintained in accordance with the manufacturer's instructions. Every LPG pipe should terminate with a shut off valve or tap immediately before the appliance which must be readily accessible. All valves should be clearly marked to indicate the open and closed position.

Ventilation

Adequate ventilation should be provided in every vehicle in which there is an LPG fuelled appliance. This should provide fresh air for adequate combustion; prevent excessive condensation and the build up of combustion products or gas in the event of a leak. Fixed ventilators should be in addition to the normal adjustable ventilation provided by windows, serving hatches and roof lights. The minimum effective area of total fixed ventilation should never be less than 4,000mm².

Maintenance

A visual check of cylinders, pipework, appliances and vents and flues should be made daily before the vehicle is taken on site and again before use. It is recommended that a simple written procedure such as a tick sheet is used. This matter will need to be considered in your risk assessment (see 2 below).

The complete gas installation should be examined for soundness by a competent CORGI registered contractor such as the LPG supplier at least once a year or more frequently as necessary.

Training

All persons working in a MCU must be given adequate instructions and information on the dangers associated with LPG, action they must take in the event of an emergency (whether a gas leak or a fire), how to safely change cylinders and how to safely use equipment and appliances.

Written information can be obtained from your LPG supplier or the equipment manufacturer.

Fire Precautions

Where frying takes place a fire blanket should be provided.

Fire extinguishers should be suitable and properly maintained. A dry powder extinguisher conforming to BS 5423 and rated at 89B (e.g. a capacity of 9kg) will be suitable for both LPG and fat fires. Locate extinguishers adjacent to the exit.

Further information on the above and additional matters can be obtained from your EHO, the Health and Safety Executive or the LPG supplier.

2. **Risk Assessment**

The Management of Health and Safety at Work Regulations 1999 (MHSWR 1999) require every employer and self employed person to carry out a suitable and sufficient assessment of the risks to the health and safety of his employees and other people who may be affected by his undertaking.

A free booklet called "Five Steps to Risk Assessment" which you can complete is available. However, only employers with five or more employees are legally required to record the significant findings of their risk assessment.

A risk assessment will involve the identification of hazards which are present and then evaluating the extent of the risks involved taking account any precautions being taken.

In a MCU the main hazards will be fire and explosion associated with the use of LPG, slips and trips inside the MCU or on the access to it, cuts and burns associated with equipment and appliances.

Further advice on health and safety matters may be relevant is contained in a free booklet called Preventing Slips, Trips and Falls at Work (IND(G) 225(L)). There is also some useful advice in a publication called health and Safety in Kitchens and Food Preparation Areas (HSE 55 from HSE Books or Dillons Bookstores).

3. **First Aid**

Every employer is required to assess his first aid requirements in order to provide suitable first aid to his employees should they become ill or are injured at work. As a minimum you must appoint a person to take charge of the situation in the event of illness or injury. A properly maintained first aid box must be provided and maintained on the vehicle. The Approved Code of Practice on First Aid at Work advises that the contents should consist of the following:-

- A leaflet giving general guidance on first aid, e.g. HSE leaflet *Basic Advice on First Aid at Work* (IND(G) 215(L) 1997) published by HSE Books;
- 20 individually wrapped sterile adhesive dressings (assorted sizes);
- two sterile eye pads;
- four individually wrapped triangular bandages (preferably sterile);
- six safety pins;
- six medium sized (approximately 12cm x 12cm) individually wrapped sterile unmedicated wound dressings;
- two large (approximately 18cm x 18cm) sterile individually wrapped unmedicated wound dressings;
- one pair of disposable gloves.

You should not keep tablets or medicines in the first-aid box.

The above is a suggested contents list only; equivalent but different items will be considered acceptable.

4. **Slips and Trips**

Slips and trips account for a high number of accidents at work. There must be safe access into the MCU and the floor surface inside the MCU must be kept free from substances which are likely to cause someone to slip. On a wet day, your risk assessment may decide that in order to control the risk associated with water on the vehicle floor a suitable non-slip mat or walkway should be provided.

Floor surfaces must be maintained in good repair and condition. It is advised that where practicable that industrial grade floor coverings incorporating a non-slip finish are used.

5. **Control of Substance Hazardous to Health (COSHH)**

COSHH 2002 requires that you carry out an assessment of the use of hazardous substances. This basically means looking at the substances you use to see if they are hazardous in any way. Information is present on the container. Data sheets are also available from chemical suppliers. Think about the risks to people's health from the way the substances are used. Where there are significant risks decide on the action you must take.

Note that some cleaning chemicals may fall within the COSHH Regulations. Ensure that they are properly used. Many cleaning chemicals should never be mixed with other chemicals. Cleaning chemicals must be properly stored in suitably marked containers. Never store cleaning chemicals in food containers. Some cleaning chemicals may be an irritant to the skin or eyes and their use will require protective equipment such as gloves.

A free booklet is available on the COSHH Regulations (IND (G) 136L).

6. **Health and Safety at Work Act**

The HSW 74 requires every employer to ensure the safety of his employees so far as is reasonably practicable. This includes providing a safe workplace, safe access into and from the workplace, safe equipment which is properly maintained for use at work. Employees must also be provided with safety instructions, information and training which is necessary for their health and safety at work. Adequate welfare arrangements are also required.

There are many regulations made under the main Act which will apply to you. Two sets of regulation on the use of hazardous substances (COSHH) and risk assessment at work (MHSWR 1999) have been briefly described above.

If you employ five or more persons you are required by law to draw up a written health and safety policy. A free booklet is available.

7. **Accidents**

It is in the interest of everyone not to have accidents at work. If a member of staff has an accident you will need to employ a replacement, you may also be required to pay compensation to the employee if you are at fault in some way. Insurance premiums may rise.

Certain accidents and dangerous occurrences are legally reportable to your enforcing authority. The enforcing authority will either be the Health and Safety Executive or South Lakeland District Council Environmental Health Department. You should familiarize your self with reporting requirements. A free booklet is available.

8. **Safety Signs**

Safety signs should comply with the Health and Safety (Safety Signs and Signals) Regulations 1996.

The Regulations require employers to ensure that safety signs are provided where risks to health and safety have not been avoided by other means.

APPENDIX 1

1. Industry Guide to Good Hygiene Practice Catering Guide

Published by:

Chadwick House Group Ltd.
Chadwick Court
15 Hatfields
London
SE1 8DJ

Tel 0171 8275882

Price: Approximately £3.60

2. The Food Safety Act 1990 AND YOU – A Guide for the Food Industry – PB2507

From:

Food Sense
London SE99 7TT

Tel: 0645 556000

Free booklet

3. A Guide to Food Hygiene

Food Standards Agency (FSA/0402/0202)

Free booklet

4. A Guide to Food Safety Regulations

Food Standards Agency (FSA/0421/0202)

5. A Guide to Food Hazards and Your Business

Food Standards Agency (FSA/0411/0202)