



FOOD PREMISES CODE POLICY 3.9

FOOD PREMISES CODE

DIVISION: DEVELOPMENT & ENVIRONMENT

PILLAR: ENVIRONMENTAL SYSTEMS

FILE / BINDER:

DEFINITIONS

"*Approved*" or "*Approval*" means approved by the Council's Health Surveyor.

"*Cooking*" means the process of converting food from a raw state to an acceptable, edible state by the application of energy in the form of heat (and in certain cases other forms of energy) and , without limitation, includes roasting, grilling, barbecuing, frying and the like and includes the reheating of precooked foods.

"*Cove*" means having a concave curve at the junction of two surfaces - the radius of the curve is to be not less than 25mm.

"*Exposed*" means not protected against any likely contamination from customers where related to food display. Means visible where related to construction material.

"*Food Preparation Area*" means any room, compartment or place used for the purpose of preparing and serving food for sale for human consumption and, without limitation, includes preparation and servery areas of coffee lounges, drink bars, delicatessen, provision stores and the like.

"*Impervious*" means impermeable to water, moisture or grease.

"*Kitchen*" means any room, compartment or place used for the purpose of cooking and heating food for sale for human consumption and , without limitation, includes cooking areas of clubs, shops, factories, and the like. The minimum area of a kitchen, including food preparation area shall be 20% of the dining room area or 7.5.sq. metres, whichever is the greater.

"*Preparation - Prepare - Preparing*" includes manufacture, processing and treatment of food for human consumption.

"*Solid Construction*" is defined as brick, concrete, concrete blocks, structural fibrous cement or other similar homogeneous material.

PART A - CONSTRUCTION, MATERIALS AND FINISH

WALLS

1.1 Construction

Walls of all food premises including food preparation areas, kitchens, sculleries, food serveries, food display and food storage areas shall be of solid construction. (See definition).

1.2 Finish

In all food preparation areas, kitchens, sculleries and the like such wall shall be finished to a height of at least 2m above floor level with:

- (i) Glazed tiles fixed in accordance with the requirements of British Standard Code of Practice B.S. 5385 Part 1.
- (ii) Stainless steel, laminated plastics (formica, laminex, panelyte) or similar approved impervious material adhered directly to the wall.

1.3 Where not tiled

Walls where not tiled are to be cement rendered, set with plaster and finished to a smooth even surface, painted with a washable gloss paint of a light colour or sealed with other approved materials.

1.4 Surface material fixing

The finishing materials outline in 1.2 (ii) are to be fixed so as to provide a smooth even surface to ensure ease of cleaning; be free of buckles, fixing screws, open joint spaces, cracks or crevices which may permit the access of vermin or the collection of liquids, food particles, grease or other refuse.

1.5 Intersection

The intersection of walls with floors and exposed plinths is to be covered.

1.6 Tiles to 450mm

In approved positions where the business operation does not require tiling the walls to a height of 2m above floor level, the accepted alternative is tiles or similar approved materials carried to a height of 450mm above the bench tops, wash hand basins and similar fittings.

1.7 Tiles to 300mm

In special circumstances, dependent on the operation, this height may be reduced to 300mm provided the bench top and turn up are made of stainless steel all in one piece (i.e. no joint at the wall and bench intersection).

1.8 Top edge of wall tiles

The wall finish between the top edge of the wall tiling and the ceiling is to be finished flush to the tiling or other approved surface or splayed with an impervious material so as not to form a ledge upon which dust or grease can accumulate.

1.9 Architraves etc

Architraves, skirting boards, picture rails and the like are not permitted.

FLOORS

2.1 Construction

In food preparation areas floors are to be constructed of materials which are impervious, non-slip, non-abrasive, resistant to chemicals, capable of withstanding heavy-duty operation, scouring with steam, hot water, soap and detergent; and include ceramic tiles of an approved size and type fixed, impermeable cement render or similar topping over concrete, quarry tiles, magnesite or other approved material laid to the manufacturers specifications.

2.2 Vinyl flooring

In food display, food storage and other selected position in food preparation areas commercial grade vinyl sheeting with welded joints or similar material laid over a solid impervious base or an approved underlay is acceptable providing they are laid strictly in accordance with the manufacturer's specifications.

2.3 Finish

The floor finish is to be smooth and even, free of surface protrusions that will prevent easy cleaning, graded and drained where necessary.

2.4 Tile joints

Floor tiles are to be butt jointed or alternatively the open joints are to be epoxy grouted.

2.5 Floor wastes

Floor wastes shall be provided where directed in food preparation areas.

2.6 Coving

The intersections of floors with walls and exposed plinths are to be coved.

2.7 Carpet

Carpet may be used as a floor finish only in areas where customers stand or sit to receive food or service.

CEILINGS

3.1 Provision

Ceilings shall be provided over food preparation, display and storage areas.

3.2 Construction

Ceilings are to be constructed of a rigid smooth-faced, non absorbent material and could include fibrous plaster, plasterboard, fibrous cement, cement render or other approved material painted with a washable paint of light colour.

3.3 Drop in panels

Drop in removable panel ceilings are not permitted over food preparation areas.

3.4 Finish

The surface finish shall be free of open joints, cracks, crevices or openings in which grease, vapours or vermin may collect.

3.5 Intersections

The intersection of the walls and ceiling is to be tight-jointed, sealed and dustproof.

WINDOWS OPENINGS DOOR OPENINGS SERVING HATCHES

4.1 Windows

Window openings in kitchens and food preparation areas are to be designed and constructed with the window sills at not less than 450mm above the top of any bench, table or equipment where splashing is likely to occur.

4.2 Alternatively

In approved positions where benches, tables, equipment, etc, are at least 100mm clear of the wall surface and window sills are exposed the provisions of 4.1 may be varied.

4.3 Splayed sills

All window sills are to be splayed inwards at an angle of 40 degrees and finished with material matching the wall finish, with all vertical and horizontal edges rounded or bullnosed to a smooth even finish.

4.4 Architraves

Window and door architraves are not permitted.

4.5 Fly proofing

Removable fly proofing shall be provided as directed by Council's Health Surveyor.

4.6 Finish

Door openings, serving hatches and the like are to be finished in the same material as the wall returned to meet the door jamb with the vertical and horizontal edges rounded or bullnosed to a smooth finish.

4.7 Corner protection

Where door openings are likely to be damaged by trolleys or similar traffic, the vertical corners are to be protected in an approved manner.

4.8 Flyscreen doors

Fly proofing to external door openings shall be provided as directed by Council's Health Surveyor.

SERVICE PIPES, VERMIN PROOFING

5.1 Concealment of pipes

Where possible all service pipes are to be concealed in floors, plinths, walls or ceilings.

5.2 Pipe supports on brackets

Where it is not possible to conceal pipes or where it is contrary to the regulations of other authorities, such pipes are to be fixed on brackets so as to provide at least 25mm clearance between the pipe and adjacent vertical surface and 100mm between the pipe and adjacent horizontal surfaces.

5.3 Vermin proofing of openings

All openings in walls, floors and ceilings through which service pipes and the like, pass, shall be made proof against access of vermin.

5.4 Cavities and voids

Cavities, false bottoms and similar hollow spaces capable of providing access and harbourage for vermin are not permitted to be formed in the construction of premises, nor in the installation of fittings and equipment, unless approved means of access are provided to such spaces or such spaces are completely sealed in an approved manner.

5.5 Sewerage pipes

The location of sewerage pipes in food preparation, storage or serving areas is not desirable; however where circumstances will not permit an alternative position, cleaning eyes and access openings will not be permitted unless special precautions are taken to prevent likely contamination of the food in that area should any defect or chokage occur in the line.

5.6 Roller shutters

Roller shutters and roller grilles located on external openings are to be of vermin proof design.

SERVERY BAR CONSTRUCTION

6.1 In situ construction

Where counters or bars are constructed in situ the supporting wall shall be of solid construction finished with an approved impervious material commensurate with the use.

6.2 Timber framing

Framing of in situ bars and counters in timber is not permitted.

6.3 Counter and bar tops

Counter and bar tops may be constructed in solid core timber or similar timber sheeting glued and jointed in an approved manner.

6.4 Exposed surfaces

All exposed surfaces of the bar top or counter top are to be finished with a smooth impervious material.

6.5 Exposed walls

On the preparation and/or serving side exposed wall surfaces are to be smooth, free of ledges and the surface is to be finished to approval commensurate with the use of the counter or bar.

STOREROOMS

7.1 Wall construction

Walls of rooms used for the storage of food enclosed in hermetically sealed containers, dry packaged goods, vegetables, cleaning materials and equipment, shall be of solid construction finished with an approved impervious material commensurate with the use.

7.2 Floor

The floors of such rooms shall be impervious and coved at the intersection with walls and plinths.

7.3 Cleaning material storage

Materials and equipment for cleaning are to be stored in a place physically separated from any food storage, display or preparation area.

GARBAGE ROOMS, GREASE ARRESTORS

8.1 Construction

Rooms used for the storage of garbage and rooms used for the washing storage of garbage receptacles are to be constructed of solid impervious material and cement rendered and steel trowelled to a smooth even surface.

8.2 Floor

The floor shall be of impervious material coved at the intersection with the walls, graded and drained to an approved floor waste within the room.

8.3 Storage racks

Racks shall be provided for the storage and drainage of where domestic type garbage bins are used and may be fixed or freestanding, with the lowest shelf 300mm above floor level.

8.4 Rack construction

Racks to be constructed of galvanised piping, "T" iron, angle iron or solid flat steel or other approved material and preferably designed to be disassembled easily for cleaning.

8.5 Separate room

Garbage receptacle washing machines and heavy duty commercial garbage disposal units should be housed in a room separate from the garbage store and kept 300mm clear of all walls.

8.6 Ventilation

Garbage rooms shall be vented to the external air by natural or artificial means.

8.7 Hot and cold water

Hot and cold water hose cocks shall be located within a garbage room or in close proximity.

8.8 Grease arrestors

The installation of grease arrestors within kitchens and food preparation areas is not permitted.

8.9 International grease arrestor rooms

Where there is no alternative but to install the arrestor within the building it shall be subject to the following conditions:

- (i) prior approval shall be obtained in each case;
- (ii) the arrestor shall be installed in a special room
- (iii) the floor, walls and ceiling of the room shall be constructed of solid material sealed to prevent the escape of odours; all angles are to be coved.
- (iv) the door shall be self closing and fitted with rubber or other approved gaskets to provide a seal when closed; independent access to the arrestor

for cleaning purposes shall be provided where practicable from outside the building.

- (v) Proposal to mechanically ventilate grease arrestor rooms are to be submitted for approval.
- (vi) For information on grease arrestors generally, advice should be sought as to the requirements of the respective drainage authority.

LOW TEMPERATURE ROOMS, INCLUDING COOL ROOMS, FREEZER ROOMS

9.1 Types of Low temperature rooms

- (i) **All purpose rooms** - Are rooms which may be used for the storage of "wet" goods such as would be stored in a restaurant, butchers shop, fish shop, smallgoods shop, food factory and similar premises.
- (ii) **Dry goods storage rooms** - Are rooms used for the storage of prepacked goods, cartoned goods, canned goods and food in sealed containers.

9.2 Solid construction

All purpose rooms may be of solid construction which includes such materials as bricks, concrete or similar approved material, cement-rendered to a smooth even finish and coved to a minimum radius of 25mm at all angles.

9.3 Prefabricated construction

All purpose rooms may also be constructed of prefabricated wall and ceiling sections with internal and external lining finishes of the following material; non-corrosive aluminium, stainless steel, polyester faced or other approved materials.

9.4 Embossed surfaces

Embossed finish is not permitted as internal lining material or panels of prefabricated coolrooms.

9.5 Panel construction

The internal and external panels are to be adhered directly to the insulating material (core) to form an integral wall section.

9.6 Coving of joints

Joints at the floor to wall intersections are to be coved and the vertical wall intersections are to be finished with a cove or splay and the edges of all joining moulds are to be tight-fitting and water repellent.

9.7 Panel finish

All panels are to be neatly cut and finished smooth to eliminate any cracks, crevices or imperfections which may provide access for vermin or be difficult to clean.

9.8 Dry goods storage rooms

Approved wall and ceiling lining materials for dry goods storage rooms include stainless steel, aluminium, polyester faced finish, hot bonded sheets, alumpy, laminated plastics or other approved materials and all lining material joints are to be tight-fitting and water repellent.

9.9 Concrete floor

A concrete floor at least 75mm thick is to be provided in all low temperature rooms, graded to the doorway, coved at the intersections with the walls and finished so as to be impervious to liquids.

9.10 Concrete floor finish

Unless constructed of impermeable type concrete, all low temperature rooms floors shall be coated, topped or otherwise finished with an impervious material.

9.11 Plinths

Where a plinth is used its dimensions shall be identical with the external face of the cool room so as not to protrude beyond or recede under the vertical face.

9.12 Internal floor wastes

Floor drains connected directly to the sewerage service are not permitted within a low temperature room.

9.13 Special approval

Floor wastes may be permitted with a low temperature room where the room is used as a work or preparation room and shall be subject to special approval in each individual case.

9.14 External floor wastes

Where circumstances require drainage, a floor waste is to be located outside the low temperature room as near as practicable to the door opening.

9.15 Painting of walls and ceiling

Internal walls and ceiling surfaces are not to be painted unless the paint is of a special type prepared for use on low temperature room walls and ceilings, and applied in accordance with the paint manufacturer's specification.

9.16 Sealing of joints

The joint between the external walls of the low temperature room and the floor surface is to be sealed and finished in an approved manner.

9.17 External wall finish

Where the external walls of a low temperature room are in the kitchen, cooking or food preparation area or any other place where splashing of walls is likely to occur, the walls are to be finished with tiles or in an approved manner commensurate with the use.

9.18 Ratproofing

All exterior surfaces including the roof of the low temperature room are to be faced with an approved ratproof material.

9.19 Inaccessible spaces

Where the room is built in such a position that an inaccessible cavity is formed between the top of the cool room and the ceiling above or between the cool room and any other wall or fixture, such cavities are to be made proof against the access of rats or other vermin.

9.20 Storage rack construction

Hanging bars and storage racks shall be constructed of galvanised pipe, angle iron, "T" iron, channel iron, flat metal or other approved materials, all of which should be treated to prevent corrosion.

9.21 Rack clearance

Racks may be fixed or free-standing-the lowest shelf or rack to be at least 300mm clear of the floor.

9.22 Refrigeration machinery

All machinery and equipment is to be installed in an approved manner with sufficient space for cleaning being provided both within and around:

- a) Equipment (eg compressor, motor condensor, evaporator)
- b) Fitting (eg refrigeration pipes, condensate pipes)
- c) The floor, walls and ceilings

9.23 Concealment of pipes

All service pipes and conduits are to be concealed in floors, walls or ceilings.

9.24 Fixing of pipes on brackets

Where concealment is not possible, pipes are to be fixed on brackets so as to provide at least 25mm clearance between the wall and pipe and 100mm between the floor and pipe.

9.25 Clearance from fittings

Pipes so installed are not to run underneath fittings.

9.26 Temperature gauge

A temperature gauge is to be provided externally to each cool room, chiller, freezer room or low temperature room.

9.27 Noise and vibration

The refrigeration equipment and all assorted fittings are to be installed in such a manner that the refrigeration system is capable of operating without causing a noise or vibration nuisance.

9.28 Condensate disposal

Adequate provision for the disposal of condensate shall be provided.

9.29 Condensate discharge

Where condensate waste discharges to the sewer adequate disconnection or air gap shall be provided in accordance with the requirements of the Local Drainage Authority.

PART B - INSTALLATION OF FIXTURES FITTINGS EQUIPMENT

REFRIGERATORS AND FROZEN FOOD CABINETS

10.1 Supports

Cabinets, upright or horizontal models, are to be supported on wheels, plinths, legs or brackets or framework.

10.2 Metal bases

In areas where food is not prepared, cabinets with an approved metal base may be fitted directly on an impervious floor provided a complete seal is made between the floor and the metal base of the cabinet.

10.3 Seating of metal bases

When fitting a metal base as referred to in 10.2:

- (i) The seal between the floor and the metal base of a cabinet is to be of an approved silicone sealant laid on the floor in a continuous seam.
- (ii) Where the floor finish is of vinyl sheeting or similar material the flooring covering outside of the cabinet is to be sealed to the floor, turned up and sealed to the base of the cabinet with a cove.
- (iii) Where vinyl sheeting is turned up to form a cove, a fillet or backing piece is to be fitted to provide support.
- (iv) Where the floor finish is of terrazzo or concrete material a plastic skirting strip is to be sealed to the floor, and to the base of the cabinet so as to provide a cove.

10.4 Cabinets located abutting walls

Refrigerator and frozen food cabinets may be fitted against the wall provided all joints formed between the back of the cabinet and the wall are suitably sealed to prevent the access of vermin.

10.5 Cabinets located away from walls

Where cabinets are kept clear of walls they shall comply with the following requirements:

- (i) Cabinets up to 6 metre in length are to be kept a minimum of 200mm clear of the wall.
- (ii) Where the cabinet exceeds 6 metres in length or cabinets are installed as a continuous run of more than 6 metres, a minimum space of 400mm is to be provided between the rear of the cabinet and the wall.
- (iii) Where cabinets are kept clear of wall specified in (i) and (ii) above, adequate access is to be provided between the cabinets or the cabinets and any side wall to permit easy cleaning (see Section 13).
- (iv) Where cabinets are kept clear of walls a suitable upstand or other approved is to be provided to prevent the dislodgment of stock over the back of the cabinet or miscellaneous refuse accumulating between the wall and the cabinets.

10.6 Refrigerated milk bar counters etc

Milk bars and similar refrigerated bar counters, where consisting of a number of refrigerated cabinets or a continuous frame in one piece, are to be designed:

- (i) With a continuous top of stainless steel or other approved material either cast or welded in one piece, and are to be free of open joints, cracks, crevices, etc which may allow liquids or food particles to collect therein.
- (ii) So that any space formed between the face of the counter and the cabinet is to be made proof against the access of vermin, or alternatively, provided with access for easy cleaning.
- (iii) So that a raised edge or lip is to be formed around each opening in the bar top to prevent foreign material falling into the food wells.
- (iv) So that hinged lids are to be so constructed that when they are opened any liquid that may be on top of the lid will flow off into a channel formed along the hinged portion.
- (v) So that the channel is to extend the full length of the lid so that the liquid will not gain access to the food well.
- (vi) So that all angles, internal and external, of the cabinet are to be covered or rounded, with all joints smooth finished to allow easy cleaning.

10.7 Refrigeration motor units

Whether located within the cabinet, adjacent to the cabinet or remote from the cabinet, motor units are to be supported on an open metal frame at least 150mm clear of the floor or 50mm above a plinth, and the unit is to be kept clear of adjacent walls.

10.8 Frame design

The frame is to be designed so as to permit dust, miscellaneous refuse and the like to fall through to the floor for easy removal.

10.9 Cabinet motors

Motor units located within cabinets supported on wheels may be mounted on an open metal frame closer than 150mm to the floor.

10.10 Top mounted cabinet motors

Condensing (motor) units may be located directly on top of cabinets, providing all likely harbourage places for vermin beneath the unit are eliminated and adequate access for cleaning is provided at the front, rear and sides of the unit.

10.11 Noise

Condensing (motor) units are to be installed so as to operate without causing a noise nuisance.

10.12 Temperatures

The refrigeration system is to be capable of maintaining at all times the designed temperature within the cabinet commensurate with its proposed use.

10.13 Ventilation openings

Ventilation openings in cabinets are to be fitted with frames that are easily detachable.

10.14 Framework openings

When designing and fabricating angle, "T" or channel iron or flat steel for framework care is required to ensure there are no ledges or cavities etc. formed which will permit the lodgement of dust and grease in areas inaccessible for cleaning.

10.15 Concealment of pipes

All refrigeration pipes, condensate pipes and electrical conduit are to be concealed within cabinets or within the floors, plinths or walls.

10.16 Fixing of pipes on brackets

Where concealment is impossible such pipes are to be fixed on brackets so as to provide at least 25mm clearance between the pipes and adjacent vertical surfaces and at least 100mm clearance from any horizontal surface.

10.17 Sealing of openings

All openings around pipework and other similar spaces are to be sealed with mastic and made proof against access of vermin.

SECTION 11 - WHEELS, PLINTHS, LEGS, BRACKETS AND FRAMEWORK DESIGN

11.1 Use of wheels or castors

Wheels or castors capable of adequately supporting and easily moving a fully loaded fitting may be fixed to fittings provided that sufficient space is available to move such fittings so as to provide access to the floor beneath and the walls adjacent to the fittings for cleaning purposes.

11.2 Plinth construction and design

Plinths are to be an integral part of the floor, constructed of solid impervious material similar to the flooring material and are to be:

- (i) at least 75mm high;
- (ii) finished level to a smooth even surface;
- (iii) recessed under fittings to provide a toe space of not more than 50mm
- (iv) rounded at exposed edges;
- (v) coved at the intersection with the floor and exposed walls

11.3 Concealment of pipes

Service pipes may be concealed in plinths provided that the surface finish of the plinth is restored; service pipes are not permitted beneath fittings in the recessed toe space.

11.4 Legs

Legs are to be of non-corrosive, solid or tubular metal or moulded plastic.

11.5 Tubular steel legs

If pipes are used, open ends are to be capped or sealed to prevent the access of vermin.

11.6 Clearances

Legs are to be designed and securely fixed so that:

- (i) There is a clear space between the floor and the underside of the fitting of not less than 150mm.
- (ii) Where the fitting is located in island formation with access from two sides, the minimum space between the floor and the underside of the fitting is 150mm.
- (iii) Service pipes are not permitted in the space beneath fittings unless they run vertically.

- (iv) A clear space of not less than 25mm is provided between the finished wall surfaces and the legs supporting fittings.
- (v) Alternatively, the rear legs being omitted and the fittings supported on brackets securely fixed into the wall.

11.7 Brackets

Brackets are to be of non-corrosive, tubular metal, solid metal or flat steel and where tubular metal is used, the open ends are to be capped or sealed to prevent the access of vermin.

11.8 Hollow brackets

Pressed metal brackets having hollow backs are not permitted even when filled in solid at the back.

11.9 Fixing

Supporting brackets are to be securely fixed so that:

- (i) Cracks and crevices are not formed.
- (ii) A clear space between the floor and the underside of the fitting of not less than 150mm is provided for all fittings up to 750mm in width.
- (iii) This height shall be increased by 25mm for every additional 100mm or part thereof in width.
- (iv) Service pipes are not permitted within such space unless they run vertically.

11.10 Framework

Framework supports are to be of non-corrosive, tubular metal, solid metal or flat steel.

11.11 Tubular steel framework

If pipes are used, the open ends are to be capped or sealed to prevent the access of vermin.

11.12 Framework design

Framework is to be designed and fixed in such a manner that easy access is available for cleaning the framework and adjacent surfaces and designed to prevent access or harbourage of vermin.

11.13 Hygienic construction

Legs, brackets and framework are to be:

- (i) Finished smooth.

- (ii) Free of angles, cavities, crevices, ledges recessed etc., which will permit the lodgement of dust and grease or provide areas inaccessible for cleaning.

11.14 Flanges

Flanges fitted to the base of legs or framework are to be concealed in the floor or plinth and shall not be fixed onto the surface of floors or plinths.

SUPPORTING OF APPLIANCES, EQUIPMENT, FITTINGS, FIXTURES

12.1 Appliance supports

Stoves, refrigerators, bain maries, stock pots, washing machines, hot water heaters, large scales, food mixers, food warmers, cupboards, counters, bars etc. are to be supported on wheels, plinths, legs, brackets or framework as outlined in Section 11.

12.2 Sealing equipment to plinths

Where appliances, equipment fittings or fixtures are placed on plinths they are to be effectively sealed to the plinths so as to prevent any floor washings, food spillage, liquids, vermin or miscellaneous refuse from gaining access to the surface of the plinths.

12.3 Fixture supports

Wash hand basins, sinks, draining boards, tubs, urns, hydrotherms benches, shelving, are to be supported on legs, brackets or framework as outlined in Section 11.

12.4 Bench or counter top equipment

Where appliances, equipment, fittings or fixtures which are not easily moved by one person when fully loaded are placed on benches or counters they are to be:

- (i) Kept at least 25mm above the bench or counter top and 75mm clear of walls or other vertical surface; or
- (ii) Sealed to the bench or counter top in such a manner as to eliminate any open joint, space, crevice or cavity which will allow liquids, food particles, grease or other refuse to collect;
- (iii) Fitted with approved wheels or castors providing sufficient space is available to move the fitting so as to provide access to the bench or counter top beneath and the walls or other vertical surfaces adjacent to the fitting for cleaning purposes.

CLEARANCES - OTHER THAN COOKING AND HEATING EQUIPMENT

13.1 Butting of fittings

Inaccessible crevices formed by the butting together of fittings are not permitted.

13.2 Flashing and sealing

Where fittings abutt each other or walls any crevice formed is to be provided with a cover flashing or sealed in such a manner as to eliminate any open joint, space, crevice or cavity which will allow liquids, food particles, grease or other refuse to collect therein.

13.3 Space between fittings

Where a space is provided between fittings such space is to be:

- (i) At least 75mm for fittings up to 750mm in width.
- (ii) For widths over 750mm at least 150mm clear space is required.

13.4 Refrigerators and frozen food cabinets

Where abutting walls shall comply with Section 10.4 and where kept clear of the walls shall comply with Section 10.5.

SECTION 14 - CLEARANCES - COOKING AND HEATING APPLIANCES

14.1 Installation

Stoves, ranges, boiling tables, ovens, deep fryers, broilers, griddles, barbecues and similar heating appliances are to be installed as follows:

- (i) Supported on approved wheels, plinths, legs, brackets or framework as outlined in Section 11.
- (ii) Located at least 200mm clear of walls where such appliances do not exceed 3 metres, in a continuous run and where adequate access to such space is provided from at least one end.
- (iii) Located at least 400mm clear of walls where such appliances exceed 3 metres in a continuous run and access to such space, of not less than 300mm, is to be provided from both ends.
- (iv) Alternatively, cooking appliances may be butted against walls, or other equipment (e.g. other cooking appliances) provided all joints between the appliances and walls are suitably flashed or sealed in such a manner as to eliminate any open joint, space, crevice or cavity which will allow liquids, food particles, grease or other refuse to collect.

14.2 Provision of space

Where a space is provided between cooking appliances or between them and other fittings, such space is to be at least 75mm for appliances up to 750mm in width.

14.3 Cover flashing

A cover flashing of approved material and easily removable by hand may be provided to such space. (Section 14.2)

14.4 Greater width

For widths over 750mm at least 300mm clear space is required.

14.5 Abutting other fittings

Where cooking appliances are butt fitted to each other or to other fittings they are to be suitably flashed or sealed in such a manner as to eliminate any open joint, space, crevice or cavity which will allow liquids, food particles, grease or other refuse to collect therein or vermin to harbour (i.e. a complete seal).

14.6 Wheels or castors

Where cooking appliances are fitted with wheels or castors and provided with a flexible connection, such appliances may abutt the walls and each other.

14.7 Obstruction of ventilation

Salamanders and similar equipment shall not be located directly above other cooking appliances where the efficiency of mechanical exhaust ventilation will be impaired.

SECTION 15 - COUNTER AND BAR FITTINGS

15.1 Construction

Counters and bars may be constructed in situ of solid impervious construction (see Section 6) or as a freestanding fixture.

15.2 Finish

Freestanding counters and bars shall be finished with glass, metal, plastic, timber sheeting or other approved material.

15.3 Timber sheeting

Timber sheeting is to be of solid core or similar timber sheeting glued and jointed in an approved manner and be free of cracks, crevices or cavities.

15.4 Metal framework

Metal framework (if required) is to be as outlined in Section 11.

15.5 Decorative cladding

Decorative cladding to counters or bars and any space, crevice or cavity formed between the facade, fittings, equipment, walls, etc., is to be made proof against the access of vermin.

15.6 Counters and bar tops

Counter and bar tops are to be free of cracks, crevices or cavities and the finished surface of the top and exposed edges is to be smooth, durable and non-absorbent; the finish to the underside of counter or bar tops is to be approval, commensurate with the use.

15.7 Protection of food

All food displayed on bars, counters, self service cafeterias, smorgasbords and similar positions, is to be adequately protected from likely contamination from customer's breath, handling, smoking, or from flies, dust and other contamination.

15.8 Food display designs

Glass cabinets, louvred display counters and smorgasbord protection designs shall comply with design criteria as in the appended diagrams.

15.9 Supports

Freestanding counters and bars may be supported on approved wheels, plinths, legs, castors, brackets or framework, as outlined in Section 11.

15.10 Refrigerated milk bar counters

Refrigerated milk bar counters and similar refrigerated bar counters are to be designed as outlined in Section 10.

15.11 Drink dispensing equipment

All drink dispensing equipment is to be installed in an approved manner. Motor units are to be supported as outlined in Section 11.

15.12 Post mix service

All post mix units are to be installed as outlined in Section 11.

CUPBOARDS AND CABINETS

16.1 Construction

Cupboards and cabinets shall be constructed of glass, metal, plastic, timber sheeting or other approved material.

16.2 Timber sheeting

Timber sheeting is to be of solid core or similar timber sheeting, glued and jointed in an approved manner, free of cracks, crevices or cavities.

16.3 Framework

Metal framework (if required) is to be as outlined in Section 11.

16.4 Backing materials

Plywood, hardboard and similar materials used for "backing" to cupboards and cabinets is not permitted unless the rear face of the backing material is in an accessible position and coated with a smooth durable finish.

16.5 Cupboard and cabinet doors

Sliding doors are to be hung from the top of the door and the bottom guides or runners are to be open so as to permit food refuse to fall through to the floor or, alternatively, the bottom guides or runners may be terminated at least 25mm from each end of the door opening so as to permit easy cleaning.

16.6 Finish

The surface finish, both internally and externally, including doors and shelving, is to be an approved standard commensurate with the use of the fitting.

SHELVING

17.1 Shelving types

Shelving shall be freestanding or fixed.

17.2 Materials

Shelving shall be constructed of glass, metal, plastic, solid core, timber or other approved material.

17.3 Absorbent materials

The use of particle board or similar absorbent material is not permitted unless the shelving is laminated on all surfaces with an approved impervious material.

17.4 Timber framing

Timber framing of shelving shall not be permitted; metal or similar approved material shall be used.

17.5 Backing

Plywood, hardboard and similar materials used for "backing" to shelving are not permitted unless the rear face of the backing material is in an accessible position and coated with a smooth durable finish.

17.6 Freestanding shelving

Freestanding shelving shall be supported on approved wheels, legs, castors, or framework as outlined in Section 11.

17.7 Shelf clearances

All shelving is to be kept at least 25mm clear of walls and vertical surfaces unless the joint between the shelf and the wall or other vertical surface is sealed in such a manner as to eliminate any open joint, space, crevice or cavity which will allow liquid, food particles, grease or other refuse to collect.

17.8 Surface finish

The surface of shelving, including edges, is to be smooth, durable, non-absorbent and free of cracks, crevices or cavities.

17.9 Stainless steel shelving

In kitchens, food preparation areas and similar wet areas, where direct contact with food may occur, shelving and supports shall be constructed only of stainless steel.

BENCHES DRAINING BOARDS AND TABLES

18.1 Materials

Benches, draining boards, table tops etc, are to be of rigid, smooth faced, non-absorbent, durable material, free of cracks, crevices or cavities, such as stainless steel or other approved material.

18.2 Surface finish

The surface finish is to be of an approved type, commensurate with the use.

18.3 Stainless steel surface

In kitchens, food preparation areas and similar wet areas, where direct contact with food may occur bench and table tops shall be constructed of stainless steel.

PART C WASHING FACILITIES **OTHER FACILITIES AND SPECIAL REQUIREMENTS**

WASHING FACILITIES

19.1 Eating and drinking utensils washing facilities

The following facilities are to be provided for the cleaning of eating and drinking utensils:

- (i) A sufficient number of efficient dish-washing and/or glass washing machines; and/or
- (ii) A double-bowl sink/and or two compartment tubs.

19.2 Temperature indicator

Each dish-washing and glass washing machine shall be fitted with a thermometer which is visible to the operator.

19.3 Rinsing cycle

The rinsing cycle shall be operated at a temperature of not less than 75 degrees C or at any higher temperature required by respective State Legislation.

19.4 Water temperature

One bowl of each double bowl sink or one compartment of each two compartment tub shall be supplied with hot water at a temperature of not less than 44 degrees C, together with sufficient soap or detergent for effectively washing the eating and drinking utensils and the other shall be supplied with hot

water at a temperature of not less than 75 degrees C, for the final rinsing of the eating and drinking utensils or at any higher temperature required by respective State Legislation.

19.5 Thermometers

In all cases in which the cleaning of eating and drinking utensils is carried out in double bowl sinks or two compartment tubs, thermometers accurate to plus or minus 1 degree C, shall be provided convenient to the sinks or tubs to permit frequent checks of the water temperatures.

19.6 Rinsing basket

The bowl or tub used for rinsing shall be provided with approved facilities (e.g. wire basket with high handles) so that all surfaces of every utensils immersed in rinse water are exposed to such water for 30 seconds.

19.7 Equipment washing facilities

For tools of trade, benches, fittings, machinery and utensils and implements (other than those in 19.1) a pot sink or single bowl tub shall be provided.

19.8 Hot and cold water

Such facility is to be provided with an adequate supply of hot and cold water under pressure; the hot water temperature shall be not less than 44 degrees C.

19.9 Hand washing facilities

Hand wash basins shall be provided in sufficient number in close proximity to where food is prepared, with hot and cold water provided to each, together with a sufficient supply of soap and hand drying facilities.

19.10 Mixing device

Hot and cold water shall be supplied to the hand wash basin through an approved mixing device which can be adjusted to enable the hands to be washed under hot running water.

19.11 Hand drying facilities

Hand drying facilities includes clean towel (preferably disposable) and air dryers.

19.12 Location of hand basins

The positioning of hand wash basins is determined by the operations in each area and is subject to approval in each individual case.

19.13 Accessible locations

Hand wash basins should be of the freestanding type and are not to be installed under benches or similar fittings and are to be readily accessible during hours of operation.

19.14 Preparation sink

A separate sink shall be required when foodstuffs need to be prepared by immersion in water.

19.15 Hot and cold water

Such sink is to be provided with an adequate supply of hot and cold water under pressure, the hot water temperature shall be not less than 44 degrees C.

19.16 Capacity of hot water system

Hot water systems must be capable of supplying adequate hot water at minimum temperatures as outlined above at all times, especially at peak washing up periods.

19.17 Washing facilities for floors

A cleaner's sink may be required for the cleaning of floors and such sink is to be provided with an adequate supply of hot and cold water under pressure, and is to be located in a room or space away from any food preparation area.

19.18 Hose connections

Where the floor is drained to an approved sanitary fitting, hot and cold taps, fitted with hose connections, may be required to be installed in an approved position at least 600mm above the floor.

FOOD CONVEYORS (DUMB WAITERS)

20.1 Vertical lift food conveyors

Dumb-waiters are to be constructed with an approved metal compartment with rounded internal angles and free from cracks, open joints and crevices capable of holding food refuse and vermin.

20.2 Cleaning access

Any "well" formed at the bottom of a conveyor shaft capable of holding refuse, is to be so constructed as to provide access for easy cleaning.

20.3 Safety regulations

Such access shall be provided in accordance with any installation and safety regulations of the relevant authorities.

20.4 Shaft construction

Where the walls are constructed in solid impervious materials such as bricks, concrete, etc. these walls shall be cement rendered internally to a smooth even finish and coved at all angles.

20.5 Horizontal food conveyors

Horizontal food conveyors are to be constructed of angle iron, channel iron, "T" iron, tubular framing or other approved material, with access panels to give reasonable access for maintenance and easy cleaning.

OYSTER OPENING BAYS OR AREAS

21.1 Separate area

A separate room or area is to be provided for the opening of oysters.

21.2 Construction

The floor, walls and ceiling of any room or place used for hosing down of oysters prior to opening shall be constructed of solid impervious material and finished in an approved manner.

21.3 Drainage

Adequate drainage shall be provided to such room or area; grit arrestors may be required.

21.4 Running water

All sinks used in conjunction with opening and/or cleaning of oysters are to be provided with running water.

21.5 Storage racks

Bagged oysters are to be stacked at least 300mm above the floor on approved racks or stands.

WINDOW DISPLAYS

22.1 The display shelf

The window display shelf shall be of rigid smooth-faced non-absorbent material, free of cracks or crevices - such as stainless steel or other approved material.

22.2 Coved intersections

Where wet foods such as meat, fish and the like are displayed, the display shelf is to be coved at all intersections and graded and drained in an approved manner.

22.3 Waste discharge

An aerial disconnection is to be provided between the discharge wastepipe and the connection to the sewerage service.

22.4 Supports

Display shelving shall be supported on approved wheels, legs, brackets, castors or framework or on solid construction. (See Section 11).

BUTCHER'S SHOPS

23.1 Special requirements

These additional requirements shall apply to butcher's shops, including any room or place used for boning, curing, mincing, salting, storage, fat rendering, sausage filling, pre-packing or similar process of preparation of meat.

23.2 Brine and pickling vats

Brine and pickling vats are to be constructed of stainless steel, or other approved material having a smooth, non-absorbent finish, free of cracks, crevices or cavities and coved at all intersections.

23.3 Vat design

Where such vats are designed or fitted as an integral part of the walls they shall be constructed and fitted in such a manner as to prevent any wall washings or contaminants from gaining access to the interior of the vat when cleaning down the surrounding walls.

23.4 Aerial disconnection

An aerial disconnection is to be provided between the discharge wastepipe from vat and the connection to the sewerage service.

23.5 Waste products

Bones and waste matter are to be stored in approved metal containers provided with close-fitting lids.

STAFF DRESSING ROOM ACCOMMODATION

24.1 Dressing Room Or Changing Area

Adequate dressing room accommodation shall be provided for male and female staff, having sufficient lockers for all clothing and personal effects.

STAFF TOILET ACCOMMODATION

25.1 Staff Toilet Facilities

Adequate toilet accommodation shall be provided for male and female staff during hours of operation.

25.2 Air Locks

Internal water closet compartments are to be entered through an air lock.

VENTILATION

26.1 Comfort Ventilation

Ventilation is to be provided either by natural means or by an approved mechanical ventilating system.

26.2 Kitchen Exhaust Ventilation

Where cooking or extensive heating processes or such other processes as may be specified are carried out in the kitchen or in food preparation areas, an approved mechanical ventilating exhaust system shall be installed.

26.3 Special Areas

Toilets, garbage rooms, grease arrestor rooms shall be either adequately naturally ventilated or shall be ventilated by an approved mechanical exhaust ventilating system.

* * *

RELEVANT LEGISLATION: Food Act 2004

RELATED POLICIES:

DELEGATIONS: Y / N

SUSTAINABILITY ELEMENT: N

STAFF TRAINING REQUIRED? N

NEXT REVIEW DATE: JUNE 2009

PREVIOUS POLICY

ADOPTED:

MINUTE: