

WERRIBEE BOWLS CLUB



FOOD HANDLING POLICY

Food Guide for Community or Members Utilising Undercover area/BBQ's

Food safety is everyone's responsibility

1. Purpose

Everyone who works with food at the WBC is responsible for the delivery of safe food to the community and its Members. All food premises, including businesses, community sporting Clubs and not-for-profit groups, that sell food or suppling for free of charge are legally required to ensure that the food they prepare is safe for people to eat, regardless of the type or class of food consumed.

2. What We Need To Know

If your community group or club sells food solely for the purposes of raising funds for charity or is a not-for-profit body, this information will help you understand your responsibilities under the Victorian Food Act 1984 (the Act) and your role in keeping food safe.

3. Food Premises Classes

The Act separates food premises into four classes based on the food safety risks of their highest risk food handling activity. Different requirements and obligations apply for each of the four classes of food premises and the Act sets out what must be done to make sure that the food sold in each class is safe to eat.

While all class 2 and most class 3 temporary food premises are required to register their food businesses with their local council annually, class 4 temporary food premises are only required to notify their local council once.

It is important to know if your community group is already registered or has made a notification previously to your council on Streatrader. If you are unsure, call your local council's environmental health unit for advice.

WBC is a registered Premises License Number: HLF0708/06

If you're unsure of who your council is, you can use the 'Find your local council' website at: <https://knowyourcouncil.vic.gov.au/cou>

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4. How To Keep Your Outside BBQ's Food Safe

Transport & Storage

- Use an insulated cooler with plenty of ice or cool packs around the meat when transporting sausages to the BBQ area.
- Keep meat or any food being used in an insulated cooler and only remove them from the cooler when you're ready to cook them.
- Never leave meat sitting around at room temperature.
- Protect meat, bread and onions from insects and dust by keeping them wrapped or in sealed containers.
- Do not refreeze meat that has been thawed or not eaten after being cooked.
- Throw out any meat left over at the end of the day or competition.

Cleaning & Hygiene

- Clean all your equipment and food preparation areas before and after you use them.
- Make sure there's somewhere for the food handlers to wash their hands, otherwise have suitable hand sanitisers available.
- Remove waste regularly from underneath the BBQ area or surrounds and make sure you wash your hands before resuming food handling.

Cooking

- Make sure all volunteers know how to handle food safely.
- Keep raw food separate from ready-to-eat food –never use the same plate, cutting board or tongs for raw and cooked foods.
- Always cook meat thoroughly unless requested by the consumer.
- Always use clean utensils.

5. Allergies & Intolerances

Make sure foods containing ingredients that can cause allergic reactions (such as eggs, gluten, sesame, nuts, dairy, lupin and soybeans) are identifiable.

For example, ask your supplier if there are any allergen sensitive ingredients in their meat and check the ingredient list of the sauce and/or mustard you supply.

You should be able to provide accurate information about the ingredients in your food to your consumers. If you can't answer an allergen query with certainty, **don't guess**—your guess could be deadly for someone with an allergy.

For more information on allergens go to the Food Safety Unit website at: <https://www2.health.vic.gov.au/public-health/food-safety/food-businesses/food-allergen-awareness>

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6. Further Information

Free food handler learning program

WBC members and volunteers are encouraged to complete the Food Safety Unit's free online learning program, DoFoodSafely, to improve their knowledge of safe food handling techniques. This informative and fun program takes about an hour to complete and includes seven topics on food safety and a final quiz. Participants who score more than 90 per cent on the quiz receive a certificate. You can find the program at: <https://dofoodsafely.health.vic.gov.au>

Community groups fundraising events video

The 'Community groups fundraising events food safety obligations video outlines community and not-for-profit groups food safety obligations and provides a simple tool to help identify what classification your groups' activities fall into.

The video is available in English, Arabic, Chinese and Vietnamese languages. You can find the video at: <http://communityfood.health.vic.gov.au>

Food Safety Unit, Department of Health and Human Services

Visit the Food Safety Unit website for helpful food safety tools and information at: <https://www2.health.vic.gov.au/public-health/food-safety> or contact the Unit by email at: foodsafety@dhhs.vic.gov.au.

Don't let your food turn nasty!

