



Requirement	Information	Yes	No
<b>Temporary Food Application</b>	<p>Have you notified your temporary food stall or truck with the Port Adelaide Enfield Council? If you are from another Council area please include where you are currently operating and where your food truck is garaged.</p> <p>Complete a "Special Events Food Safety Notification Form" located on the Councils Website: <a href="https://online.cityofpae.sa.gov.au/onlineform/events-food-safety">online.cityofpae.sa.gov.au/onlineform/events-food-safety</a></p> <p><i>This must be completed 2 weeks before the event.</i></p> <p>Make sure to upload proof of council notification as part of your Special Events Food Safety Notification Form.</p>		
<b>Training</b>	<p>Do all food handlers have good skills and knowledge of food safety?</p> <p>If not please have staff complete "I'm Alert" or "I Do Food Safely" provided on the Councils website under Food Safety.</p>		
<b>Stall Structure</b>	<p><i>The temporary premises where your food is handled should be designed and fitted out to handle food safely and avoid contamination. See the diagram "minimum standards for the operation of a temporary food stall."</i></p> <p>Marquee, tent or food truck: Does the stall have the correct walls and ceiling - a roof and three sides?</p> <p>Flooring: Durable dust and moisture cover laid over the entire floor area? Covering or grassed area?</p> <p>Consider adequate lighting and ventilation within each stall.</p> <p>Are you needing to connect to electricity, or do you have your own generator for the event? Speak to the event organiser.</p>		
<b>Hand Washing Facilities</b>	<p><i>Food handlers must be able to effectively wash their hands at a separate hand wash facility.</i></p> <p>Hand-washing facilities provided within food stall.</p> <p>Are hand wash basins provided with water, soap and hand towels?</p> <p>A container for the collection of wastewater (placed under the hand washing facility).</p> <p>The use of gloves and hand sanitiser are additional safety steps (not replacements to hand washing).</p> <p>Any food handlers who knows or suspects they are suffering from symptoms of illness must notify their employer or manager and refrain from working with food.</p>		
<b>Cooking Equipment</b>	<p>Located within the food stall? Open flame cooking equipment external to the stall but barricaded to prevent public access?</p>		

# Food Event Checklist | Food Vendors

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<b>Equipment Washing Facilities</b>	<p><i>Adequate supply of potable water in a sealed container (minimum capacity 10 Litres dependent upon food handling activities) with a tap and suitable bowls or containers is provided for hand washing, cleaning and sanitising.</i></p> <p>Do you have a food grade sanitiser available at the stall?</p> <p>Are there adequate facilities for washing of equipment and utensils or will equipment be taken away to be washed off site?</p> <p>A container for the collection of wastewater (placed under the utensil and equipment washing facility).</p>		
<b>Food Display</b>	<p>Food stored inside the stall is wrapped, packaged or within a food grade container and kept off the ground?</p> <p>Single use eating and drinking utensils are prewrapped or adequately protected from contamination?</p> <p>Food protected by physical barrier i.e. sneeze guard? Have you thought about dust and insects?</p> <p>Food samples to be covered and distributed in supervised manner.</p> <p>All pre-packaged food for sale is adequately identified in accordance to labelling requirements. Please see labelling information at the following Food Standards Code link: <a href="http://www.foodstandards.gov.au/industry/labelling/Pages/default.aspx">www.foodstandards.gov.au/industry/labelling/Pages/default.aspx</a></p> <p>Are you and your food handler's allergen aware? If not please see "All About Allergens" (free online) training at the following link: <a href="http://foodallergytraining.org.au">foodallergytraining.org.au</a></p>		
<b>Waste</b>	<p><i>Wastewater must be self-managed and disposal facilities are available for the collection of and appropriate disposal for liquid waste.</i></p> <p>Stall is provided with a garbage bin for the storage of waste?</p> <p>Provisions made for storage of wastewater and cooking oils?</p> <p>Dispose of sullage and wastewater from hand-wash facilities, cooking, utensil wash facilities into sullage tanks, sewage drains or back at home.</p> <p>Do not dispose of wastewater onto Park Lands, storm water drains or any other water courses or public land.</p>		
<b>Temperature Control and Processing</b>	<p>Do you have a digital temperature probe thermometer at the stall?</p> <p>Are you transporting your food under temperature control to the event?</p> <p>Adequate facilities to keep food under temperature control? I.e. hot food at or above 60°C and cold food at or below 5°C, frozen food to be kept hard frozen. Small amounts of foods can be stored in a portable cooler together with an adequate supply of ice or other cooling.</p> <p>If the event last longer than 4 hours, it may be useful to organise a mobile cool room to keep potentially hazardous foods under temperature control.</p> <p>Will you be using the 2hr/4hr rule? If so, how will this be monitored?</p> <p>Are you reheating food? make sure it rapidly reheated and reaches at or above 60°C</p> <p>Where possible, staff have been allocated single tasks (food preparation, cleaning, serving or handling money) as a strategy to reduce the risk for cross contamination (Note: food handlers must not directly handle ready-to-eat food and money).</p>		

**Note:** Authorised Officers may conduct inspections during events to ensure compliance. For further information please contact the Environmental Health Team on (08) 8405 6832