

# Home Based Food Businesses



This guide establishes standards for the handling, storage and preparation of food for sale from residential premises. When food is manufactured and offered for sale the premises used must comply with several standards including:

- Food Act 2001 and Food Regulations 2002, and
- Food Safety Standards 3.1.1, 3.2.2 and 3.2.3.

Under the requirements of the Food Act 2001, all businesses undertaking food handling activities or selling food are required to notify of their operations before commencing activities and within 14 days of changes in ownership or contact information; and when the business ceases to operate. Operating a food business without notifying is an offence and penalties apply.

A Food Business Notification form is available from on EHA's website. [www.eha.sa.gov.au](http://www.eha.sa.gov.au) (*n.b. Please note on the Food Business Notification Form the hours of operation*)

Other agencies you may need to contact before commencing your business include:

- The planning department at your Local Council to ensure your food business falls within the definition of a 'home activity' as described in the Development Act 1993.
- The trade waste unit at SA Water to complete a Trade Waste Application form for determination on grease arrestor requirements for your premises.

<http://www.sawater.com.au/SAWater/YourBusiness/TradeWaste/>

## Important considerations

The Food Act 2001 and the Food Safety Standards 3.2.2 and 3.2.3 set out the minimum requirements for food businesses to ensure food premises (including vehicles). Home based food business must (as a minimum) meet the following:

### RECEIVING & STORAGE

- Use reputable businesses to obtain your food supplies;
- Dedicated cupboard space, equipment, utensils and food products used for the business only;
- Store food in clean food grade containers with tight fitting lids and label/date code if necessary;
- Store raw meats below and separate from ready to eat and cooked foods;
- Separate fridge to store potentially hazardous foods at or below 5°C;
- A probe thermometer that can measure the internal temperature of potentially hazardous foods to  $\pm 1^\circ\text{C}$ ;

### PROCESSING & TRANSPORT

- Food preparation areas must be free from pests, children, pets, smoking and any other contaminants;
- Minimise the risk of cross contamination through separate plastic chopping boards, utensils and cleaning equipment for preparation and handling of raw meats;
- Frozen food must be thawed in the fridge and cooked PHF cooled in shallow containers;
- Ensure PHF is transported under temperature control in a vehicle that is free from pets and smoking;
- Food handlers must be aware of health and hygiene requirements, including effective hand washing practices and exclusion period for food handler illness;



## CLEANING & SANITISING

- Food contact surfaces of equipment and eating & drinking utensils must be sanitised after being cleaned;
- A dishwasher or double bowl sink to allow for cleaning and sanitising processes to occur. Hot and cold water must be connected to all sinks. The sinks must be of an appropriate size to effectively clean and sanitise the largest equipment;
- Food grade sanitiser for food preparation equipment, utensils and food preparation bench surfaces (For more information see 'Sanitising Guidelines');
- The premises, including all fixtures, fittings and equipment must be maintained to a suitable standard of cleanliness;

## CONSTRUCTION & FIT-OUT

- The size of the kitchen and storage areas must be adequate for the intended use.
- Surfaces including floors, walls, ceiling and equipment must be designed to be smooth, impervious and able to be easily and effectively cleaned and sanitised (See 'Construction fit-out guidelines'); and
- Separate hand washing facilities with soap and paper towel which are easily accessible.
- Separate sink for the sole purpose of food preparation (e.g. washing vegetables or rinsing food)

### **Do I need to label the food I make?**

Food manufactured for sale in SA needs to meet product labelling requirements including nutrition panels, ingredient lists and supplier details. For further information or to see if your business needs to meet these requirements refer to the Guidelines of Packaged Food for Retail Sale which can be found on the Department of Health website. Refer enquires to Dept of Health on 8226 7100.

### **Do I need a food recall procedure?**

Food Safety Standard 3.2.2 requires businesses involved in the manufacturing or wholesale supply of food to have a recall procedure in place. This involves having a written system in place to ensure the recall of unsafe food, which needs to be made available upon request to an authorised officer. For information on designing a food recall plan visit the Department of Health website. Refer enquires to Dept. of Health on 8226 7100.

### **What if the event is outdoors?**

When food is prepared at the point of sale, such as an outdoor function, the preparation area must comply with requirements for Temporary Food Premises. Please refer to Eastern Health Authority's Special Events booklet for further information, available from your EHO or on the Authority's website [www.eha.sa.gov.au](http://www.eha.sa.gov.au)

### **Are there penalties?**

Penalties apply for non-compliance with the provisions of the Food Act 2001 and Food Safety Standards. Penalties may also apply for operating a home based food business without notifying the Authority.

### **Where can I find further information?**

The Authority's EHOs can be contacted on 8132 3600 and are able to provide food safety information.

Additional information on your legislative requirements and safe food handling can be found at the following web pages:

<http://www.eha.sa.gov.au/index04.php?id=40&pl=24&tl=10>

<http://www.foodstandards.gov.au/industry/safetystandards/premises/pages/default.aspx>

