

GUIDELINES FOR THE DESIGN AND CONSTRUCTION OF FOOD PREMISES

Hobsons Bay City Council 115 Civic Parade, Altona PO Box 21, Altona 3018 Telephone: (03) 9932 1000 Fax: (03) 9932 1039

Email: publichealth@hobsonsbay.vic.gov.au
Website: www.hobsonsbay.vic.gov.au

CONTENTS

INTRODUCTION	
PLANS & SPECIFICATIONS	
REGISTRATION	3
GENERAL REQUIREMENTS	4
FLOORS, WALLS & CEILINGS	5
FLOORS	5
FLOOR WASTE DRAINS	6
COVING	
WALLS & CEILINGS	
WALLS	
CEILINGS	
VENTILATION	7
LIGHTING	8
WATER SUPPLY	9
SEWAGE & WASTE WATER DISPOSAL	10
GREASE INTERCEPTORS/ARRESTORS	
FIXTURES, FITTINGS AND EQUIPMENT	11
FOOD CONTACT SURFACES	
EQUIPMENT	
COOLROOMS	
DRY STORAGE	
CONNECTIONS FOR SPECIFIC FIXTURES, FITTINGS AND EQUIPMENT	
SINKS & DISHWASHERS	
HANDWASHING FACILITIES IN FOOD AREAS	
STORAGE FACILITIES	
STORAGE OF PERSONAL ITEMS	
STORAGE OF CLEANING EQUIPMENT	
STORAGE OF GARBAGE & RECYCABLE MATTER	18
VERMIN & INSECT PROTECTION	19
TOILET FACILITIES	20
FOOD TRANSPORT VEHICLES	21
TEMPERATURE MEASURING DEVICES	22
DISPLAY OF PROPRIETOR NAME	22

INTRODUCTION

This guideline has been produced as a reference to assist people constructing (or altering) food premises.

It has been developed in line with Food Safety Australia & New Zealand (FSANZ) Food Standards Code, Food Safety Standard 3.2.3.

PLANS & SPECIFICATIONS

Prior to undertaking any works on a proposed food premises or on an existing food premises, it is recommended that a **request for assessment of plans** be submitted to the Public Health Unit to ensure that your proposed premises will meet the requirements of the Food Act 1984 and the FSANZ Food Standards Code. An application form is included.

The plans must be drawn accurately to a scale of not less than 1:100 and should include: -

- Details of the proposed layout of the premises showing the position of all benches, appliances, equipment, counter and other fixtures.
- Specifications which list all materials to be used, finishes to floors, walls, ceiling, cupboards and work benches and details/descriptions of all equipment to be used including the manufacturer's name and model number where applicable.

REGISTRATION

Prior to the business becoming open to the public, the business owner must register the premises with the Council. To arrange registration, the following steps must be taken:

(1) Inspection

Arrange to have the premises inspected by an Environmental Health Officer when construction is nearing completion.

(2) Apply to Register

An application form will only be provided when the Environmental Health Officer is satisfied that the premises has been constructed in compliance with the Food Act 1984 and the FSANZ Food Safety Standards.

GENERAL REQUIREMENTS

Food Standards Code - Standard 3.2.3, Clause 3

The design and construction of food premises must –

- (a) be appropriate for the activities for which the premises are used;
- (b) provide adequate space for the activities to be conducted on the food premises and for the fixtures, fittings and equipment used for those activities;
- (c) permit the food premises to be effectively cleaned and, if necessary, sanitised;

The premises must be structurally sound and in a good state of repair throughout.

All premises must be designed so that no area where food is manufactured, prepared or packed is so overcrowded with fixtures or equipment that it would prove difficult to keep properly clean.

Factors that could be considered: -

- adequate space to permit a work flow that will separate food handling areas to prevent cross-contamination between food handled in one area and food in another:
- the hand washing facilities are to be accessible to staff to wash hands. It
 must be close enough to food handlers so that they are not discouraged
 from washing their hands or by having to walk outside the food handling
 area.
- chilled, hot and dry goods storage space for ingredients, raw materials and final products;
- need for any additional equipment such as food preparation sinks to be installed to meet the requirements of the standards. To prevent crosscontamination, separate sinks for washing ready-to-eat salads and vegetables should be available.
- staff numbers and storage areas for their personal belongings;
- cleaning methods to ensure that there is adequate space to manoeuvre cleaning equipment, to assess areas for cleaning and to store chemicals;
- quantity and type of garbage and recyclable material produced to assess garbage storage area requirements;
- water requirements to assess any requirements for hot water storage and;
- sewage disposal whether on-site storage and/or disposal is necessary.

FLOORS, WALLS & CEILINGS

The requirements for floors, walls and ceilings apply to areas used for food handling, cleaning, sanitising and personal hygiene except dining areas, drinking areas, and other areas to which members of the public usually have access.

FLOORS

Food Standards Code - Standard 3.2.3, Clause 10

- (1) Floors must be designed and constructed in a way that is appropriate for the activities conducted on the food premises.
- (2) Floors are to:
 - (a) be able to be effectively cleaned;
 - (b) be unable to absorb grease, food particles or water;
 - (c) be laid so that there is no ponding of water; and
 - (d) to the extent that is practicable, be unable to provide harbourage for pests.

Generally, to be effectively cleaned, floors in kitchens and wash up areas should be smooth, free from cracks and crevices, and resistant to hot water, steam and/or chemicals. The floor material used must be durable enough to resist damage due to the type of operation (e.g. The floor beneath cooking appliances must be able to withstand high temperatures).

Examples of suitable floor finishes for food preparation areas, including coolrooms:

- Polyvinyl sheeting with welded seams
- Laminated thermosetting plastic sheeting
- Epoxy resin
- Sealed quarry tiles or ceramic tiles

Carpets and other absorbent matting which are not capable of being effectively cleaned are not suitable in any food preparation, storage or wet areas.

FLOOR WASTE DRAINS

Floors flushed with water or hosed down must be graded and a floor waste installed so that the water drains to a drainage system. Floor wastes may be necessary: -

- in large food manufacturing premises;
- in premises where large amounts of liquids are used, or
- in areas where significant wet cleaning is required.

In premises requiring floor wastes, there must be no dips or hollows where water can collect, and the floor must be sufficiently graded towards the floor waste to allow water to drain away.

COVING

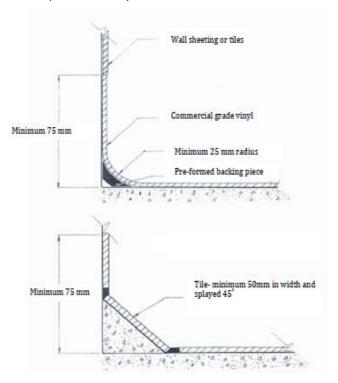
The intersection between the flooring and the wall should be coved. Coving assists with effective cleaning floors by creating a continuous surface that prevents the accumulation of dirt, grease etc.

Coving of vinyl sheeting or similar material will require a solid preformed coving support placed under the curved sections of sheeting.

Coving should be an integrated extension of the floor surface up the wall surface.

"Bolt-on" coving (eg aluminium) laid on top of a finished floor surface is not recommended.

Figure 1. Coving methods (not to scale)



WALLS & CEILINGS

Food Standards Code - Standard 3.2.3, Clause 11

- (1) Walls and ceilings must be designed and constructed in a way that is appropriate for the activities conducted on the food premises.
- (2) Walls and ceilings must be provided where they are necessary to protect food from contamination.
- (3) Walls and ceiling provided must be:
 - (a) sealed to prevent the entry of dirt, dust and pests,
 - (b) unable to absorb grease, food particles or water,
 - (c) able to be easily and effectively cleaned. appropriate for the activities conducted on the food premises;

WALLS

Walls must be impervious to grease, food particles and water. Wall surfaces in kitchens and other processing areas must be finished with materials such as:

Examples of suitable wall finishes for food preparation and storage areas, including coolrooms:

- Stainless steel or aluminium sheeting
- Ceramic tiles
- Polyvinyl sheeting with welded seams
- Laminated thermosetting plastic sheeting

Service pipes should be concealed inside the walls, or fixed on brackets with adequate clearance between both adjacent horizontal and vertical surfaces.

Plasterboard and similar absorbent wall surfaces are not suitable unless protected by ceramic tiles or other impervious material in areas that are likely to be splashed by water or be in contact with food.

CEILINGS

Plasterboard ceilings painted with washable, light colour gloss paint, will provide a surface that is impervious enough to prevent it absorbing any steam. Stippled ceilings, rough plaster ceilings, acoustic tiles, etc, are unsuitable for food preparation areas because they are difficult to clean.

The junction between walls and ceilings must be tightly joined to provide a seal. Ceilings should be continuous construction so that there are no spaces and joints.

Drop-in panel ceilings are not to be installed in food preparation areas unless they can be tightly sealed.

VENTILATION

Food Standards Code - Standard 3.2.3, Clause 7

Food premises must have sufficient natural or mechanical ventilation to effectively remove fumes, smoke, steam and vapours from the food premises.

The type of ventilation you will need will depend on the operations of your business.

Generally, cooking equipment, other than small portable appliances, generally require a full mechanical exhaust system. Dishwashers (other than under-bench dishwashers), should also be provided with an exhaust system.

The following equipment energy usage could also be used to determine whether an exhaust canopy system is required:

- Any cooking apparatus has a total maximum electrical power input exceeding 8kW, or a total gas power input exceeding 29 MJ/h; or
- The total maximum power input to more than one apparatus exceeds 0.5kW electrical power or 1.8 MJ for 1 m² of floor area of the room or enclosure, or
- A dishwasher or other washing equipment that vents steam which is likely to cause condensation on walls and ceilings.

The premises must meet the natural and mechanical ventilation requirements of the Building Code of Australia.

Refer to:

Australian Standard No.1668 Part 1- The Use of Mechanical Ventilation and Air-Conditioning in buildings

Australian Standard No.1668 Part 2 - Mechanical Ventilation for acceptable indoor- air quality.

Provisions must also be made for adequate make-up air (replacement air for air drawn out by the exhaust system). In cases where inadequate make up air is provided the system will not operate correctly resulting in a vacuum affect which can cause either fume problems and/or doors being drawn in. This will lead to both pest and draft problems.

Food businesses should note that inappropriate siting of flues and vents may result in odour or other problems from extracted air that may cause a nuisance to adjoining premises or to public areas.

LIGHTING

Food Standards Code - Standard 3.2.3, Clause 8

Food premises must have a lighting system that provides sufficient natural or artificial light for the activities conducted on the food premises.

Lighting must be sufficient to enable food handlers to readily see whether areas and equipment are clean, to detect signs of pests and to clearly see the food and equipment they are handling.

'Australian Standard 1680 Part 1 – 1990' Interior lighting: General principles and recommendations and 'AS/NZ 1680.2.4 1997': Industrial tasks and processes provide comprehensive information on interior lighting. These standards give recommendations for industrial tasks and processes including food processing.

Examples of minimum illumination levels

Activity	Level of illuminance (lux)
Food and equipment storage areas	110-150
Retail, dishwashing, toilet areas	200-300
At food preparation surface	500

Lights are to be enclosed in unbreakable diffusers. (Alternatively, shatterproof light globes may be used.)

The fixtures are to be designed to prevent the accumulation of dust (i.e. flush with the ceiling, completely recessed or designed with angle surfaces).

WATER SUPPLY

Food Standards Code - Standard 3.2.3, Clause 4

Food premises must have an adequate supply of water if water is to be used at the food premises for any of the activities conducted on the food premises.

Note: An 'adequate supply of water' means potable water that is available at a volume, pressure and temperature that is adequate for the purposes for which the water is used.

The premises must have an adequate supply of water under pressure to facilitate cleaning.

Hot/warm water must be provided for washing equipment and hand washing. A hot water system will be needed to achieve temperatures.

All water must be safe to drink and must not introduce contaminants into food. It must be safe to use for cleaning and sanitising processes. Potable water must be used for making ice.

SEWAGE & WASTE WATER DISPOSAL

Food Standards Code - Standard 3.2.3, Clause 5

Food premises must have a sewage and waste water disposal system that:

- (a) will effectively dispose of all sewage and waste water; and
- (b) is constructed and located so that there is no likelihood of the sewage and waste water polluting the water supply or contaminating food.

All sewage and waste water must be conveyed from all buildings on the site so as not to cause ponding or backflow into the building.

GREASE INTERCEPTORS/ARRESTORS

You should consult Greater Western Water to see if you require a grease interceptors trap. Where a grease interceptor trap is required, it must be located where there is no risk of contamination. Locating grease interceptors in food preparation areas can result in contamination problems when the arresters are emptied, and must therefore be located outside the food preparation area and preferably outside the building. Grease arrestors inside a building are required to be in a sealed ventilated room specific for that purpose.

One of the following facilities is to be provided for dispensing of mop water and similar liquid waste: -

- a cleaners sink; or
- floor waste; or
- other similar facility connected to drainage that is not intended for use to prepare food, wash equipment or hand washing.

FIXTURES, FITTINGS AND EQUIPMENT

Food Standards Code - Standard 3.2.3, Clause 12

- 12(1) Fixtures, fittings and equipment must be: -
 - (a) adequate for the production of safe and suitable food;
 - (b) fit for their intended use; and
- 12(2) Fixtures and fittings must be designed, constructed, located and installed, and equipment must be designed, constructed, located and, if necessary, installed, so that:
 - (a) there is no likelihood that they will cause food contamination;
 - (b) they are able to be easily and effectively cleaned;
 - (c) adjacent floors, walls, ceilings and other surfaces are able to be easily and effectively cleaned; and
 - (d) to the extent that is practicable, they do not provide harbourage for pests.
- 12(3) The food contact surfaces of fixtures, fittings and equipment must be: -
 - (a) able to easily and effectively cleaned and, if necessary, sanitised if there is a likelihood that they will cause food contamination.
 - (b) unable to absorb grease, food particles and water if there is a likelihood that they will cause food contamination; and
 - (c) made of material that will not contaminate food.
- 12(4) Eating and drinking utensils must be able to be easily and effectively cleaned and sanitised.

All equipment and surfaces in food preparation and food storage areas are to be constructed of approved impervious and durable materials.

FOOD CONTACT SURFACES

Food contact surfaces should be smooth, free of cracks, chips, crevices, and can be easily cleaned. Surfaces such as stainless steel and laminex are appropriate surfaces.

Timber is not usually suitable for contact with ready-to-eat food, however in some circumstances timber may be suitable (e.g. blocks manufactured specifically for and used for raw meat by butchers).

EQUIPMENT

It is important that equipment etc. can be kept clean. Equipment must be designed, constructed, located and installed so that it can be effectively cleaned.

Factors that make equipment easy to clean include: -

- smooth surfaces with rounded edges and no open joints, embossing or other rough surfaces or joints which can trap dirt;
- nozzles or taps that are easy to dismantle;
- if dismantling is necessary for cleaning, it can be done without special tools;
- readily accessible access panels in ducts;
- readily removable grease filters in kitchen extraction hoods;
- mounting shelves and service pipes 25mm or more from the wall or other surface they are fixed to so that food cannot lodge at the wall-shelf or wallservice pipe junction;
- either butting equipment so close together and installing flashings that debris cannot fall between or leaving enough space to reach to clean the sides;
- ensuring safety shields are removable;
- fitting wheels or castors to equipment to enable it to be easily moved, preferably by one person;
- ensuring service wires, pipes or hoses can be connected (or are flexible and long enough to enable the equipment to be moved); and
- designing dust control mats (as used in customer areas of supermarkets) to be cleanable.

Some examples of operations and criteria for judging whether or not adequate equipment provision has been made are listed below: -

Type of operation carried out:	Criteria for judging adequacy:
Cooking/processing	Adequate equipment to ensure that the process reaches the temperature or other parameter required to destroy pathogens
Cooling & refrigerated storage of potentially hazardous foods	Adequate equipment to cool food in accordance with the requirements of FSANZ Standard 3.2.2. (60°C to 21°C in 2 hours and 21°C to 5°C in 4 hours), and hold food under temperature control. Adequate refrigerated space to cater for large functions.
Displaying potentially hazardous foods	Adequate refrigerated or hot display counters to ensure that all displayed food is displayed in accordance with temperature requirements of FSANZ Standard 3.2.2 (5°C or below and 60°C or above) and is protected from contamination (including by the public).
Transporting chilled potentially hazardous food	Refrigerated equipment, insulated containers or other containers if this equipment is appropriate on the vehicle to ensure food is capable of being maintained at 5°C or below.
Washing fruit & vegetables	Where food handling involves frequent washing of fruit and vegetables a food preparation sink should be installed.
Utensil & equipment washing & sanitising	Double bowl or triple bowl sinks for sanitising and/or dishwashers that sanitise.
Personal washing	All staff have easy access to hand washing facilities.
Floor & general cleaning requirements	Single bowl sink, cleaners sink, hose connections, curbed drain connected to the sewer or other facility for cleaning the equipment used for cleaning the premises and for disposing of dirty water.

COOLROOMS

In larger premises the installation of coolrooms may be necessary.

Coolrooms are to comply with all relevant construction requirements in this guide (e.g. either effectively sealed to walls and ceilings or placed clear of walls and ceilings to enable easy cleaning. Floors shall be coved up the wall.)

Coolrooms and freezer rooms that are intended to house potentially hazardous food must be capable of maintaining a coolroom temperature of 4°C or below and freezer room temperature -18°C or below (to comply with storage directions of most frozen packaged foods.)

Temperature displays, alarms and data loggers fitted to coolrooms will assist with monitoring the temperature of food.

All condenser units in coolrooms and freezer rooms must be properly drained to sewer.

Storage racks must be corrosion resistant and easily cleaned. Timber is not to be used.

Shelving shall be designed to allow free movement of air around foods being stored.

DRY STORAGE

Dry food storage shall be roomy and of sufficient size to prevent the area from becoming overcrowded and difficult to maintain in a clean and sanitary condition.

Many proprietors make the mistake of not allowing sufficient storage size and are then unable to take advantage of the economics of bulk buying.

CONNECTIONS FOR SPECIFIC FIXTURES, FITTINGS AND EQUIPMENT

Food Standards Code - Standard 3.2.3, Clause 13

Fixtures, fittings and equipment that: -

- (a) use water for food handling or other activities and are designed to be connected to a water supply must be connected to an adequate supply of potable water;
- (b) are designed to be connected to a sewage and waste water disposal system and discharge sewage or waste water must be connected to a sewage and waste water disposal system.
- (c) automatic equipment that uses water to sanitise utensils or other equipment must only operate for the purpose of sanitation when the water is at a temperature that will sanitise the utensils or equipment.

In premises where food is prepared or packed, an area must be set aside solely for the purpose of washing appliances, utensils and equipment.

Proper design is essential to ensure a smooth flow of dishwashing that will separate "dirty" and "clean" items and allow a fast, efficient turnaround.

SINKS & DISHWASHERS

The food premises must have sufficient sink facilities for food preparation, and for cleaning and sanitising. The number required will depend on the type of activities being carried out by the business.

The **minimum** sink facilities for a food business (except where the business sells packaged food only) for cleaning and sanitising is:

- Double Bowl Sink, or
- Single Bowl Sink and a commercial/industrial dishwasher with a thermostat controlled sanitising cycle

At least one additional sink should be installed to be used for food preparation.

A cleaner's sink (mop sink), or an external bin washing area, should also be installed for the disposal of mop water and for the cleaning of waste bins. The cleaner's sink should not be located in a food preparation or food storage area.

Sinks installed for cleaning and sanitising of utensils and equipment must be

- Of an adequate size to fully submerge the largest equipment to be cleaned.
- Supplied with hot and cold water
- Provided with adjacent loading and drying space.

Domestic Dishwashers

Domestic type dishwashers (designed for use in residential homes) are generally unsuitable for use in a food business. A domestic type dishwasher will only be approved if it can be **demonstrated** that it has a thermostat controlled sanitising cycle of an adequate time and temperature.

HANDWASHING FACILITIES IN FOOD AREAS

Food Standards Code - Standard 3.2.3, Clause 14

- (1) Food premises must have hand-washing facilities that are located where they can be easily accessed by food handlers: -
 - (a) within areas where food handlers work if their hands are likely to be a source of contamination of food; and
 - (b) if there are toilets on the food premises immediately adjacent to the toilets or toilet cubicles.
- (2) Hand washing facilities must be: -
 - (a) permanent fixtures;
 - (b) connected to a supply of warm running potable water;
 - (c) of a size that allows easy and effective hand washing; and
 - (d) clearly designated for the sole purpose of washing hands, arms and face.

Separate hand washing facilities are required in every area of the premises where exposed food is handled or prepared.

Hand basins are to be located and installed so that they are: -

- not obstructed by equipment
- are at bench height permanently fixed to the wall, to a supporting frame or set in a bench top; and
- no further than 5 meters from any place where food handlers are handling food.

In a food business, where food is handled in the servery area in addition to the kitchen, a hand basin is to be installed in both areas. If food premises are divided into separate food handling areas as may occur in a supermarket with a delicatessen, butchery, seafood area and bakery, hand-washing facilities must be available in each area.

Each hand basin (including the toilet hand basin) must have:

- (a) supply of warm water via a common outlet;
- (b) sufficient distance under the water spout for food handlers to have room under running water to move their hands about to be able to effectively wash them. For example at least 500mm x 400mm x 150mm (approximately 30 Litres)

Hand washing basins must not be used for any purpose other than hand washing.

The business might do this by one of the following:

- installing a conventional hand basin of a design that is easily recognisable as such and providing soap and drying facilities only at the basin(s);
- putting up a sign that states 'For Hand Washing Only';
- an illustration of hands being washed; or
- indicating that the facility is not to be used for food and utensil washing.

Businesses are not specifically required to install hands-free taps.

STORAGE FACILITIES

Food Standards Code - Standard 3.2.3, Clause 15

- (1) Food premises must have adequate storage facilities for the storage of items that are likely to be the source of contamination of food, including chemicals, clothing and personal belongings.
- (2) Storage facilities must be located where there is no likelihood of stored items contaminating food or food contact surfaces.

STORAGE OF PERSONAL ITEMS

A separate area or cupboard must be provided for the storage of street clothes, handbags and other personal items.

Maintenance equipment (i.e. tools, nails etc) are often not clean and should not be in areas where food is manufactured – a separate area must be provided for these items as well.

STORAGE OF CLEANING EQUIPMENT

A room or a cupboard should be provided for storing pesticides, detergents, sanitisers and cleaning equipment such as mops, brooms and buckets.

Opened containers should be always be stored separately from food and food equipment.

STORAGE OF GARBAGE & RECYCABLE MATTER

Food Standards Code - Standard 3.2.3, Clause 6

Food premises must have facilities for the storage of garbage and recyclable matter that:

- (a) adequately contain the volume and type of garbage and recyclable matter on the food premises;
- (b) enclose the garbage or recyclable matter, if this is necessary to keep pests and animals away from it; and
- (c) are designed and constructed so that they may be easily and effectively cleaned.

All garbage and recyclable material must be contained in bins, hoppers, wire cages or other containers.

Containers that are in open-air storage areas must have tight fitting lids in order to keep flies and other pests away.

Businesses should not have to go to the expense of providing external garbage areas (with associated drainage, water etc) unless the type of waste or other environmental problems necessitates it.

If the premises has a garbage area, it must be graded and drained to sewer and bunded (e.g. shower bases are suitable for small rubbish bins). You should also enquire with Greater Western Water regarding their requirements for bin washing areas. Hot and cold water with hose connection shall be provided inside or adjacent to the garbage storage area. This will enable the bins and the garbage storage areas to be maintained in a clean and sanitary condition and prevent garbage storage from becoming a nuisance.

VERMIN & INSECT PROTECTION

Food Standards Code - Standard 3.2.3, Clause 3

The design and construction of food premises must:

- (d) to the extent that is practicable:
 - (i) exclude dirt, dust, fumes, smoke and other contaminants;
 - (ii) not permit the entry of pests; and
 - (iii) not provide harbourage for pests.

All food premises shall be constructed and maintained to exclude and prevent the harbouring of flies, other insects, rodents, vermin and birds.

The types of pest-proofing measures include: -

- installing flyscreen doors or self-closing doors
- installing mesh screens at opening windows
- ensure drains, grease traps and ventilation pipes are sealed
- sealing openings where pipes pass through external walls
- installing appropriate flashing to the base of doors.

Air curtains, if used, are to cover the whole of the face of the doorway or opening and should have an adequate velocity of airflow to prevent the entry of flying insects into the premises.

Roller doors and automatic doors should be arranged so that air curtains come into operation immediately after the door begins to open.

Where insect electrocution units are installed, care should be taken to install them in a suitable area, not located directly over food preparation working areas and away from any exposed food.

Bi-fold or other types of doors that open up the dining area to the outdoors are only permissible if the kitchen and all other food preparation areas are adequately protected from outdoor contaminants such as insects and dust.

TOILET FACILITIES

Food Standards Code - Standard 3.2.3, Clause 16

A food business must ensure that adequate toilets are available for the use of food handlers working for the food business.

The following factors are suggested as a guide to the interpretation of 'adequate: -

Factor in deciding whether facilities are adequate	Comment
Number of toilets	The BCA provides guidance on what would be considered to be an adequate number of toilets. Reference can also be made to industry guides. Segregating toilets for male and female use is not a food safety issue.
Shared toilets and customers	Separate toilets for food handlers and customers are not required and 'combined' toilets should be considered adequate.
	A designed 'staff only' toilet may assist a proprietor with his responsibilities to keep the toilet available at all times and clean.
Always accessible	Toilets must be accessible at all times that the business is operating.
	Toilets that are not on the premises must be accessible at all times when staff is working.
Clean toilets	The toilets must be clean and operating properly whether on or off the premises.
Suitably located	Toilets should not be entered directly off a food preparation area but through a ventilated lobby. There must be no likelihood that droplet-borne contamination will affect the safety of food.
	The toilets should also be located within a reasonable distance from the food handlers' work area. A 'reasonable distance' is the maximum distance that an ordinary person would be expected to walk in the time available for breaks etc. and takes into account the time needed to negotiate doors, stairs and corridors to reach the toilets. To prevent customers from contaminating food, access to customer toilets should not be through food preparation areas.

Suitable design and construction	Toilets on the premises are part of the premises and must meet this standard. Toilets off-site must also meet the requirements to be considered adequate, for example they should be designed and constructed to be able to be kept clean and should be adequately lit and ventilated.
Adequately equipped	The facilities should be provided with hand basins with a supply of warm potable running water for hand washing, and suitable drying facilities.

There are specific requirements outlined in the Building Code of Australia. Contact should be made with the Building Department.

FOOD TRANSPORT VEHICLES

Food Standards Code - Standard 3.2.3, Clause 17

Vehicles used to transport food must be designed and constructed

- (a) to protect food if there is a likelihood of food being contaminated during transport;
- (b) so that they are able to be effectively cleaned; and
- (c) so that food contact surfaces can be effectively cleaned and, if necessary, sanitised.

Vehicles used to transport food must protect food from contamination if there is a risk that the food will be contaminated.

Vehicles used to transport food that is unpackaged, e.g. bread & cakes must be designed and constructed to protect the food from airborne dust, dirt, vehicle fumes and rain.

The food compartment should be separate from the driver's compartment or any passenger areas.

Cooked and raw foods may be carried on the same vehicle provided they are adequately separated or packaged so there is no risk of contact. (As per FSANZ Standard 3.2.2)

TEMPERATURE MEASURING DEVICES

Food Standards Code - Standard 3.2.3, Clause 17

A food business must, at food premises where potentially hazardous food is handled, have a temperature measuring device that: -

- (a) is readily accessible; and
- (b) can accurately measure the temperature of potentially hazardous food to ±1°C.

All food businesses that handle potentially hazardous food must have a temperature measuring device (thermometer) at the premises where food is being handled.

Fixed thermometers that are included with equipment to monitor temperature of the equipment do not satisfy this requirement. A probe thermometer that is accurate to at least ±1°C is appropriate.

Food businesses are encouraged to purchase thermometers with a narrow temperature range, as these thermometers will provide greater accuracy at a cheaper price. A thermometer that has a range of -50°C to +150°C is all that is required for measuring the temperature of food.

Figure 3. Examples of digital probe thermometers



DISPLAY OF PROPRIETOR NAME

The name of the proprietor of the business as registered under the Food Act 1984, must be painted or affixed in a conspicuous place on the front of the premises.