

Environment and Public Health

Non Profit Organisation

Sausage Sizzles & Barbeque Guide



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About This Guide

This guide is intended for volunteers of non profit organisations who hold sausage sizzles for fundraising at events or other locations within the Rockhampton Region.

This guide will enable volunteers to understand their food safety obligations under the *Food Act 2006 (the Act)* and the Food Safety Standards and what the Environment & Public Health Unit can assist with to ensure that all food sold is safe and suitable.

Introduction

Sausage Sizzles play a large part in the fundraising efforts of many non profit organisations. However no one wants to get sick from eating at these stalls.

Food safety is an important issue to the community. Each year it is estimated that more than four million Australians become ill from eating food that was not safe.

In Australia, food laws place many responsibilities on all food businesses, whether or not the business is for profit or non profit, licensable or not. Most non profit food businesses do not require a food business licence, however depending on what food handling activities are being undertaken, requirements under the Act still apply to you.

If you understand your legal responsibilities and plan appropriately, complying with the law will be straight forward.

This guide has been developed to assist you with that task.

Relevant Legislation

The food legislation in Queensland is made up of the *Food Act 2006* and the *Food Regulation 2016*.

The main purpose of the Act is to ensure food for sale is safe and suitable for human consumption. The Act requires certain food businesses to be licensed (a food business licence) and outlines specific requirements for food businesses and offences for non-compliance.

The Act legislates for compliance with the Food Standards Code (the Code) which includes requirements for labelling and composition of food. The code also includes the Food Safety Standards, which have requirements for food safety practices and structural requirements of food premises. The Food Safety Standards apply to all food businesses regardless if they are a licensable or not.

There are three Food Safety Standards that food businesses must comply with:

- Standard 3.1.1 Interpretation and Application
- Standard 3.2.2 Food Safety Practices and General Requirements, and

- Standard 3.2.3 Food Premises and Equipment

You can obtain a copy of the *Food Act 2006* from Council's website or the Queensland Government website www.legislation.qld.gov.au

The Food Safety Standards is available from Council's website or the Food Standards Australia New Zealand website www.foodstandards.gov.au

Licensing Requirements

As previously mentioned, the Act does not require certain food businesses (such as sausage sizzles) that are run by non profit organisations to hold a food business licence.

Who needs a food business licence?

Anyone operating a licensable food business needs to hold a food business licence. A licensable food business is a food business that:

- Involves the manufacture of food, or
- Involves the retail sale of unpackaged food and is not a non-profit organisation, or
- Is carried on by a non-profit organisation and involves the sale of meals prepared by the organisation at a particular place, on at least twelve days each financial year.

A meal is considered under the legislation as food that

- Is, or intended to be eaten by a person sitting at a table, or a fixed structure used as a table, with cutlery; and
- Is of adequate substance to be ordinarily accepted as a meal.

Examples of licensable food businesses includes (but is not limited to):

- Businesses that sell unpackaged food by retail,
- Takeaway food outlets,
- Market stalls.

Who does not need a food business licence?

Food businesses not requiring a food business licence include:

- Production of primary produce e.g. abattoirs or dairy farms,
- Food businesses conducted by the state or a government owned corporation,
- Handling of food at a person's home that is intended to be given away to a non-profit organisation for sale by the organisation e.g. cakes made for fundraising,
- Sale of unpackaged snack food that is not potentially hazardous food e.g. corn chips, potato chips, confectionary, nuts, dried or glazed nuts, biscuits and cakes (however the business where the biscuits and cakes are made may need to be licensed),
- Sale of whole fruit or vegetables,
- Sale of drinks, other than fruit or vegetable juice processed at the place of sale e.g. tea, coffee, soft drinks, alcoholic drinks,
- Sale of ice including flavoured ice,

- Provision of meals by a non-profit organisation if the meals consists only of fruit, cereal, toast or similar food,
- Provisions of meal by a non-profit organisation if the consumer of the meal helps prepare it,
- Sale of unpackaged food, not considered to be a meal, by a non-profit organisation e.g. barbeque sausage sizzle,
- Provision of meals by a non-profit organisation that are prepared by an entity other than the organisation and are stored and heated or otherwise prepared by the organisation in accordance with directions of the meal's manufacturer.

It is important to note that even if a food business is not required to have a food business licence, they must still comply with the requirements of the Act. This involves ensuring all food handled, sold or given away is safe and suitable for consumption and is compliant with the provisions of the Act and the Food Standards Code. Significant penalties apply under the Act for any person that sells unsafe or unsuitable food or contravenes a provision of the Food Standards Code.

Council's Environmental Health Officers conduct regular inspections of all food businesses both licensed and unlicensed, to determine whether the food laws are being complied with.

Non profit organisations can contact Council's Environment and Public Health Unit if they are considering a food business other than a sausage sizzle on (07) 4932 9000 to determine if a licence is required.

Other Approvals

Gas Compliance

Any business that uses gas appliances needs to comply with the requirements of the relevant Australian Standard. Please contact the State Government Department of Natural Resources and Mines, Petroleum and Gas Inspectorate on (07) 49360188 or visit the following website <https://www.business.qld.gov.au/industries/mining-energy-water/resources/safety-health/petroleum-gas/licences-authorisations/technical-guidelines-gaswork/small-appliance-safety> for further information.

Gas Inspectors may undertake inspections of your stall.

Commercial Use of Roads Permit

If your sausage sizzle or barbeque is being held on a Council foot path, rather than a private property. You will need a commercial use of roads permit with Council. To find out more information regarding the commercial use of roads permit, contact Council's Local Law Unit on (07) 4932 9000 or visit Council's website <http://www.rockhamptonregion.qld.gov.au>

Food Business Inspections

Council Environmental Health Officers can inspect your food business to ensure the food being produced is safe and suitable: The Environmental Health Officers focus on the following areas:

- Adequate water supply,
- Adequate power (if required),
- Adequate cold storage,
- Provision of handwashing facilities including soap and paper towel,
- Provision of a probe thermometer, accurate $\pm 1^{\circ}\text{C}$,
- A supply of food grade sanitiser is on site and being used,
- Adequate cleaned and sanitised utensils and equipment is located at the premise,
- Adequate waste facilities,
- Appropriate waste water disposal facilities, and
- The food cooking and preparation areas are protected from contamination by the public and environment such as dust.

If a food business is found not to be complying with the Act they will be required to rectify the issue and may be required to cease operating until it has been rectified.

Food Safety – Food Handling

Purchasing Food

When purchasing food that you will prepare for sale, ensure that it is in good condition and if packaged, fully enclosed and labelled. Any food you purchase must be transported safely to the sausage sizzle or barbeque.

If you have food delivered, ensure that the supplier is also following these rules.

Transporting Food

You are required to take all practicable measures to ensure that food is protected from contamination, frozen food is solid and not partly thawed, cold food is kept at 5°C or below and hot food hot food at 60°C or above when being transported.

Temperature Control

To maintain the temperature for short periods:

- Cold food may be transported in insulated containers with ice bricks,
- Hot food may be transported in insulated containers with heat packs.

To maintain the temperature for longer periods, or if it is a hot day:

- A portable refrigerator may be required to keep food cold,
- A portable oven may be required to keep food hot.

The container must be in good condition, be kept clean at all times and be used for food only. It must have a close fitting lid to help maintain the correct temperature. The food must be preheated or cooled before transportation.

Other useful things you can do to assist keeping food under temperature control is:

- Keep the journey as short as possible,
- Pack the potentially hazardous foods into the insulated containers just prior to leaving.
- Containers for cold food should be stored in the coolest part of the vehicle. If the vehicle is air conditioned, store the cold food inside it, rather than in the boot.
- Unload any hot or cold food from the vehicle first and place in the onsite temperature control.

Protection from Contamination

You can ensure the food is protected by keeping it covered at all times. If the food is packaged, you should not need additional covering. The vehicle being used to transport the food must be clean. If it has previously carried pets or dirty equipment, the storage area must be thoroughly cleaned or lined to prevent contamination.

Storage of Food

You are required to take all practicable measures to ensure that food is protected from contamination, cold food is kept at 5°C or below and hot food hot food at 60°C or above when being stored

Temperature Control

To maintain the temperature for short periods:

- Cold food may be stored in insulated containers with ice bricks or ice,
- Hot food may be stored in insulated containers with heat packs or a warmer.

To maintain the temperature for longer periods:

- A portable refrigerator may be required to keep food cold,
- A portable oven or bain marie may be required to keep food hot.

Protection from Contamination

You can ensure the food is protected by keeping it covered when not using it. This means keeping a lid on the container or ensuring that any plastic or aluminium food wrapping used is securely covering the food. You must also keep raw meats away from ready to eat foods such as the bread.

Cooking Food

Some food such as sausages, chicken and mince burgers will have low levels of food poisoning bacteria, so they must be cooked thoroughly to ensure that this bacteria has been killed. Other foods such as steak may be cooked as desired.

Cooking Thoroughly

You can do this by regularly turning the food to enable them to cook evenly and making sure the food is:

- Are piping hot in the centre.
- Have no pink meat visible,
- Juices, if any are running clear.

Protection from Contamination

You also have to make sure that the cooked food is not contaminated by raw food prior to serving. You can do this by having a separate container to put cooked sausages in, if you are not serving them straight off the barbeque. You should also not put raw sausages on to the barbeque in direct contact with ones that have already been cooked.

Serving Food

When serving the food you must make sure that all the food is protected from contamination including the bread and any condiments.

Ensure that members of the public are using a squeeze bottle or individual packets of condiments.

Hygiene of Food Handlers

Sick Volunteers

Volunteers must not handle food if they are unwell or have an infection. People who are unwell can transfer harmful bacteria or viruses to the food they are handling, particularly if they have gastro symptoms or fevers.

If a volunteer advises that they are unwell, direct them to stop handling food immediately. If they have gastro symptoms it is best that they go home to rest. If they do not have gastro symptoms, they may be able to be reallocated to non food handling duties.

Food handlers with open sores or wounds on their hands, or a bodily discharge such as a runny nose, must take extra precautions to prevent food from being contaminated. For example, covering a sore with a waterproof covering or take medication to dry up their nasal discharge. If they are taking the appropriate precautions they do not need to be excluded from food handling.

Hand Washing

Thorough hand washing is vital for food handlers to protect food from contamination and to stop the spread of harmful bacteria and viruses. All food handlers must wash their hands whenever they are likely to be contaminated such as:

- Before handling food,
- In between handling raw food and ready to eat food,
- After using the toilet,
- After eating, drinking, smoking,
- After coughing, sneezing or blowing their nose,
- After touching their hair scalp, mouth, nose or other body parts,
- After touching another person e.g. shaking hands,
- After handling money,
- After handling garbage or other unclean surfaces.

How to thoroughly wash your hands:

1. Wet your hands
2. Soap hands
3. Thoroughly rub your wrists, forearms, and between fingers.
4. Rinse your hands
5. Dry your hands with single use paper towels.

General Hygiene

Food handlers must take care that nothing from their bodies contaminates the food or a food contact surface. This includes hair, sweat, clothes, bandages etc.

Food handlers must:

- Avoid contact with ready to eat food or cooked food. Use clean and sanitised tongs to handle the food.
- If using gloves, change the gloves as often as they would wash their hands, if they weren't wearing them e.g. between different tasks, between handling raw and ready to eat foods. Wash hands every time gloves are changed.
- Do not use the same utensil that is being used to cook the food or your hands to taste test. Use a disposable utensil which is disposed of immediately afterwards.
- Do not eat over the food or equipment.
- Do not smoke, or chew tobacco where the food is being handled.
- Do not sneeze, blow or cough over food or equipment

Cleaning & Sanitising

Clean means the removal of any food, dirt, dust, grease, visible matter and smells. Sanitise means to apply heat and / or chemicals (or other processes) to a surface so that the number of bacteria is reduced to a level that is safe for food contact.

Equipment and utensils likely to come into contact with food must be cleaned and sanitised between uses. For example, benches, chopping boards, tongs must be sanitised. Items may be cleaned and sanitised off site in an appropriate kitchen or you can provide appropriate facilities in your stall to do it onsite.

What are the six steps to proper cleaning?

There are six steps that should be followed when cleaning and sanitising:

Step 1: pre clean the surface by scrapping, wiping or sweeping away any food or visible matter then rinse with water,

Step 2: wash the surface with hot water and detergent to take off any dirt, dust or grease and soak if required,

Step 3: rinse any loose matter or detergent foam off the surface,

Step 4: use a sanitiser on the surface to kill any remaining germs,

Step 5: thoroughly rinse off the sanitiser if required (as per the manufacturer's instructions),

Step 6: allow the surface to air dry where possible or use paper towel to dry if required.

How do I sanitise?

Most food poisoning bacteria are killed if they are exposed to chemical sanitisers, high heat or a combination of both.

To sanitise surfaces, utensils or equipment either:

- Soak in hot water at 77°C for thirty seconds,
- Use food grade sanitisers in accordance with the manufacturer's instructions,
- Use a 70% alcohol solution as a sanitiser (740ml of alcohol diluted with 260ml of water), eg methylated spirits can be used as the alcohol solution.
- Soak in water and bleach solution as a sanitiser (dilution rate as below) then rinse.
- Use a dishwasher on a suitable setting.

The following table shows the minimum water temperature and the amount of bleach required.

How much bleach?						
Water	Household Bleach (4%)			Household Bleach (10%)		
5 Litres	3.12ml	6.25ml	12.5ml	1.25ml	2.5ml	5ml
10 Litres	6.25ml	12.5ml	25ml	2.5ml	5ml	10ml
50 Litres	31.25ml	62.5ml	125ml	12.5ml	25ml	50ml
Concentration Required (ppm ₁)	25ppm	50ppm	100ppm	25ppm	50ppm	100ppm
Minimum Water Temperature	49°C	38 °C	13 °C	49 °C	38 °C	13 °C

¹ ppm means parts per million

Stall Set Up

Design & Layout

Your facilities must be suitable for the food handling activities that you are conducting. This includes having adequate space, the ability to clean and if necessary sanitise equipment and prevent the entry of pests, dust and fumes.

Floors, Walls & Ceiling

Floors

If your stall is set up on concrete, pavers or similar, you do not require further flooring. If the stall is on gravel, dirt or grass, flooring such as a tarp, canvas or vinyl should be used to prevent dust or other items from the ground from contaminating food.

Walls

If you are using a gas barbeque, you will need to have 2 walls for the stall to prevent dust and pests from entering the stall while still maintaining adequate ventilation for the bbq. Walls also prevent members of the public from being able to contaminate food. The walls should be securely attached to the stall. If you do not have a gas appliance in your stall then you will be required to have 3 walls to prevent dust and pests from entering the stall.

Ceiling

Stalls located in an undercover area do not require a separate roof for the stall. However stalls located out in the open require a roof. The roof can be provided in the form of a marquee, tarp or similar material. The roof should be securely fitted to the top of the stall and ensure it covers the entire food handling area.

Lighting

If your stall will be operating in the evening or night. You will need to provide lighting within the stall to ensure that food handlers can easily see what they are doing. Lights being used in a food stall must be covered by a diffuser (cover) or be fitted with shatter proof bulbs.

Equipment for Food Preparation & Storage

Thermometers

You should have a probe thermometer on hand that is accurate to $\pm 1^{\circ}\text{C}$. A probe thermometer will allow you to measure the internal temperature of food to ensure that it is fully cooked or stored under temperature control.

You will need to make sure that the probe of the thermometer is fully cleaned and sanitised before inserting it into food.

Cold Storage

You will need to make sure you have enough cold storage to store all the potentially hazardous foods under temperature control. If using eskies, you will need to make sure you have enough ice to keep all the food under 5°C .

Benches & Tables

Ensure that the benches or tables being used for food preparation are able to be easily and effectively cleaned and sanitised. Avoid using table clothes as they cannot be easily cleaned or sanitised onsite if something happens.

Equipment for Cleaning & Sanitising

Washing up Station

If you are planning to wash and sanitise food contact utensils on site you must have at least 2 containers allowing you to wash with detergent in one and then rinse with a compatible food grade sanitiser in the other. If you are using a sanitiser that is required to be rinsed off before use, a third container will be required. You will also need to supply:

- Detergent,
- Sponge/dish cloth,
- Area to dry washed and sanitised utensils.

Note the wash up area must be kept separate from the hand wash station to prevent cross contamination.

Water

You will need to supply a potable water source that will be used to wash utensils. At least 20L should be supplied, but depending on the amounts of washing up to be done, more may be required.

You will also need to heat water before washing up. This can be done by:

- An electric kettle,
- Pot on bbq,
- Camp water heater.

Hand washing Facilities

You will need to supply hand washing facilities for food handlers to use. The handwashing facilities must be located within your stall. Hand washing facilities must have:

- At least 20L of potable water in a container with a tap at the bottom,
- A bucket to collect waste water,
- Liquid soap in a dispenser,
- Paper towel,
- Waste bin for used paper towels.

Appendix 1 – Temperature Control Record



Temperature Control Record – Sausage Sizzles

Date & Time	Food Description	Visual Check	Temp °C	Corrective Action	Checked By

Use a probe thermometer to take the temperature of the food.
Cold Food must be stored at 5°C or below Hot Food must be stored at 60°C or above

Appendix 2- Temporary Food Stall Equipment Checklist



Temporary Food Stall Equipment Checklist – Sausage Sizzles

This document is designed to provide assistance to temporary food premise by listing equipment that may be required to set up a temporary food premise. All equipment must be supplied in good condition (e.g. free from rust) and working efficiently.

Equipment List	Equipment required?		Comments
	Yes	No	
Tent – 2 walls and roof and tent pegs if necessary			
Impervious floor covering (if required)			
BBQ/cooking equipment			
Sufficient hot storage, bain maries			
Appropriate sneeze barriers for unpackaged food			
Table/s for food preparation			
Sufficient cold storage – esky's, mobile cold room			
Digital probe thermometer			
Alcohol swabs for sanitising the thermometer			
Waste bins with lids and liners			
Container with a tap and a separate bucket for handwashing			
Table/s for handwashing			
Liquid soap for handwashing			
Single use towels for hand drying			

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Equipment List	Equipment required?		Comments
	Yes	No	
Disposable gloves			
Containers for utensil washing (if done on site)			
Wash up detergent			
Food grade sanitiser for both rinse water of wash up and for use on benches			
Heavy duty cleaner and sponge/clothe			
Utensils – (several of each) e.g. Tongs			
Serviettes			
Straw dispenser			
Single use items (if used) e.g. Straws, cups, plates, cutlery			
Sauce squeeze bottles			
Individually sealed packs of condiments			
Copy of current food business licence if required			
Temperature log sheets & pen			
Labels for hand wash			
Labels for utensil washing			
First aid equipment			
Fire extinguisher/ extinguisher sign			

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Equipment List	Equipment required?		Comments
	Yes	No	

Appendix 3 Stall Set up



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Hand washing facilities	Utensil and food washing facilities	Food handlers
<p>Container of sufficient size (e.g. 20 litres) with tap and potable water (warm running water is required unless written approval from enforcement agency)</p> <p>Liquid soap and paper towels</p> <p>Container for waste water. The waste water is to be disposed of appropriately (e.g. to sewer or without risk of entering stormwater/ waterways)</p>	<p>Container of sufficient size (e.g. 20 litres) with tap and potable water</p> <p>Hot water and/or food grade chemical sanitiser for sanitising if needed</p> <p>Provide separate washing and rinsing containers for food and for utensils, as needed</p>	<p>Ensure food, utensils and food contact surfaces are not contaminated by hands, hair, jewellery, wounds, coughs, etc.</p> <p>Clean person, attire and habits</p> <p>Must have skills and knowledge in food safety and food hygiene matters</p> <p>Exposed wounds covered with waterproof covering</p> <p>No smoking in stall</p> <p>Avoid unnecessary contact with food by using utensils or gloves</p> <p>Money and food handled separately</p> <p>Hands must be washed whenever they are likely to contaminate food</p>

Food display, single use items and condiments	Temperature control of potentially hazardous food
<p>Protect displayed food from contamination (e.g. using lids, cling wrap or sneeze barriers)</p> <p>Protect single use utensils from contamination (e.g. store handle up) and do not reuse</p> <p>Clean the outside and top of dispenser bottles and do not top-up bottles</p> <p>Provide separate serving utensils for each self-serve food</p>	<p>Cold food – ensure 5°C or below</p> <p>Hot food – ensure 60°C or above</p> <p>Check food temperature with thermometer (accurate to +/- 1°C)</p> <p>Please seek advice from your local enforcement agency if planning to use an alternative to appropriate temperature control for display of potentially hazardous food.</p>