

Welcome to the Spring newsletter focused on information for our food providers

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Cleaning - under benches

Areas such as under benches are often forgotten but they are an area that harbour insects and vermin. It's an area we often see overlooked in premises that are having pest issues.

Make sure you routinely check under benches and equipment for any build-up of dirt and debris. Any crumbs should be removed and any grime cleaned up with hot soapy water.

Also regularly check for leaking pipes, etc, that can lead to moisture build-up which provides the perfect environment for insects to thrive. Beer hoses especially provide an area that insects love, so, check these routinely to make sure they are not leaking and condensation is managed.

Cleaning - outside areas

Don't forget that areas outside of your premises also need to be routinely cleaned. Poorly managed outside areas will increase the likelihood of vermin and insects getting into food preparation areas.

Please ensure you do the following:

- Ensure all rubbish is placed in bins/containers that aren't accessible by vermin
- Remove all surplus equipment/appliances which can provide harbourage for vermin
- Ensure your fat/oil drum is kept in such a way that any spill or leak is contained and can't enter into any drain.

An example of a drum container/stand is below – there are many to choose from if you google "fat drum tray nz"



Staff Training


Staff could include volunteers, family, friends, owner/operators, and managers, who may carry out food related tasks within the business. If you are a sole operator, you do not need to keep training records. If you have staff, then you must maintain a training record.

Why is training important?

- People need to know what can affect safety and suitability and what to do when things go wrong.
- Not all things that affect food safety and suitability are common knowledge which is why it pays to be trained properly so you or your staff do not accidentally get it wrong.
- You need to know that staff and visitors are practicing the training you have provided.

Ways you can help your staff apply safe and suitable food practices:

- Show them what to do, and support them while they practice getting things right;
- Buddying them with an experienced team member who can check they understand and are following the plan before they work alone.

 **Staff Training**

Name*: _____ Telephone: _____
 Position*: _____ Start date*: _____ End date: _____
 Address: _____

*Must be completed

Topic	Relevant	Employee signed	Supervisor signed	Date
Business	<input type="checkbox"/>			
Hand hygiene	<input type="checkbox"/>			
Personal hygiene	<input type="checkbox"/>			
Cleaning	<input type="checkbox"/>			
Food allergens	<input type="checkbox"/>			
Potentially hazardous food	<input type="checkbox"/>			
Cooling temperatures	<input type="checkbox"/>			
Fridge temperatures	<input type="checkbox"/>			
Poultry temperature checks	<input type="checkbox"/>			
Mixed meat temperature checks	<input type="checkbox"/>			
Preventing cross-contamination	<input type="checkbox"/>			
Water supply (if applicable)	<input type="checkbox"/>			
Waste management	<input type="checkbox"/>			
Pest and animal control	<input type="checkbox"/>			
Maintenance	<input type="checkbox"/>			
Calibrating thermometers	<input type="checkbox"/>			
Purchasing and receiving goods	<input type="checkbox"/>			
Freshable and shelf-stable food storage	<input type="checkbox"/>			
Chilled and frozen food storage (including defrosting)	<input type="checkbox"/>			
Fruit and vegetables	<input type="checkbox"/>			
Reheating food (75°C)	<input type="checkbox"/>			
Food composition	<input type="checkbox"/>			
Equipment, packaging and other items in contact with food	<input type="checkbox"/>			
Food labelling	<input type="checkbox"/>			
Transporting food	<input type="checkbox"/>			
Customer complaints	<input type="checkbox"/>			
Supplying (wholesaling) and tracing food	<input type="checkbox"/>			
Food borne illnesses	<input type="checkbox"/>			
Importing food	<input type="checkbox"/>			
Checking the plan is working well	<input type="checkbox"/>			
Food preparation	<input type="checkbox"/>			
Proving methods you use work every time	<input type="checkbox"/>			
Using water activity, acid or not sensing	<input type="checkbox"/>			
Keeping food hot	<input type="checkbox"/>			
Displaying food	<input type="checkbox"/>			
Knowing what is in your food	<input type="checkbox"/>			
When something goes wrong	<input type="checkbox"/>			
Tracing	<input type="checkbox"/>			
Specialist	<input type="checkbox"/>			

For further information you can refer to pages 24 – 26 of your Food Control Plan.

Verification survey

After your verification, you will receive an email with a link to a customer satisfaction survey. The survey is very brief and should only take a couple minutes to complete. Please take this opportunity to let us know how we are doing and any areas we may need to improve on.

At any time if you have any suggestions on how we can improve our services don't hesitate to email us on

environmentalhealth@marlborough.govt.nz.



Alerts for MPI recalls

Alerts about food recalls can be sent direct to your inbox by email. You can choose to subscribe to all food recalls or only those related to food allergens.

New Zealand Food Safety provides guidance and support throughout the food recall process. New Zealand Food Safety must be satisfied that all reasonable steps are being taken to protect consumers.

New Zealand Food Safety may issue a media statement to ensure consumers are aware of a recall, particularly when there is a high food safety risk to consumers.

New Zealand Food Safety can direct a recall if:

- officials consider consumer safety is at risk and there is more urgency than usual
- the manufacturer or food business is reluctant or slow to initiate or complete a recall.

You can sign up by clicking on the following link; www.mpi.govt.nz/news/subscribe-to-mpi/

Upcoming project

Following on from our drop-in session, the Environmental Health Team are working on a new project to provide some helpful presentations on the Council website. The focus will be on how to achieve compliance with different aspects of the Food Control Plan. Our first item will be about undertaking cooling checks. We would like to know what would interest you so please email your suggested topics to environmentalhealth@marlborough.govt.nz.

Tips and Tricks

Food Safety Apps - If your business is using one of the food safety apps to record your information, please ensure you have the records available for the verifier to see at the time of the verification, or you can send these to the verifier prior to the visit. Make sure you can gain access to the reports before we get there and contact your provider if you have any trouble with this. We will charge for the time to review your records; however providing them in advance means our visit will be less disruptive because we will need less time on site.

Corrective Actions – If you have corrective actions which are due after your verification, please make sure you submit these on or before the date the verifier has given you. If you do not get these in, you can be charged extra time if we need to follow these up. Contact the verifier if you are not able to get these in by the agreed date.

Allergen Sheet – If you would like a PDF of the new allergen sheet, let us know and we can send you a copy for you to print off.

Imported Food – If your business imports food you will need to either register as a food importer with MPI, or only purchase imported food from a registered importer. For more information on registering as an importer you can click on the following link which will take you to MPI's website mpi.govt.nz/import/food/registering-as-a-food-importer/

Remember, for any food related questions, please do not hesitate to contact the Environmental Health Team of Karen, Georgia, Sasha, Mary Ann and Natasha. You can reach us on 03 520 7400 or email: environmentalhealth@marlborough.govt.nz

