



Fairs, Markets and Events Information Pack



local councils working together to protect the health of the community

Contents

Eastern Health Authority acts on behalf of five constituent councils to regulate Food Premises under the *Food Act 2001*. This includes all temporary events with mobile food vehicles, temporary stalls or other food vendors. This information pack summarises the requirements of the *Food Act 2001* and the Food Safety Standards to enable you to meet your obligations.

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If you require any additional information regarding Food Safety and Fairs or Events, you can contact an Environmental Health Officer on 8132 3600 or email us at eha@eha.sa.gov.au



Notification

Markets, temporary events, food stalls and similar retail food outlets need to notify the local council of their business and food activities.

If the event location is in City of Burnside, Campbelltown City Council, City of Norwood Payneham and St Peters, City of Prospect or Town of Walkerville then you will need to notify Eastern Health Authority (EHA).

If you are hosting an event please submit the Temporary Event Notification at least 28 days prior to the event.

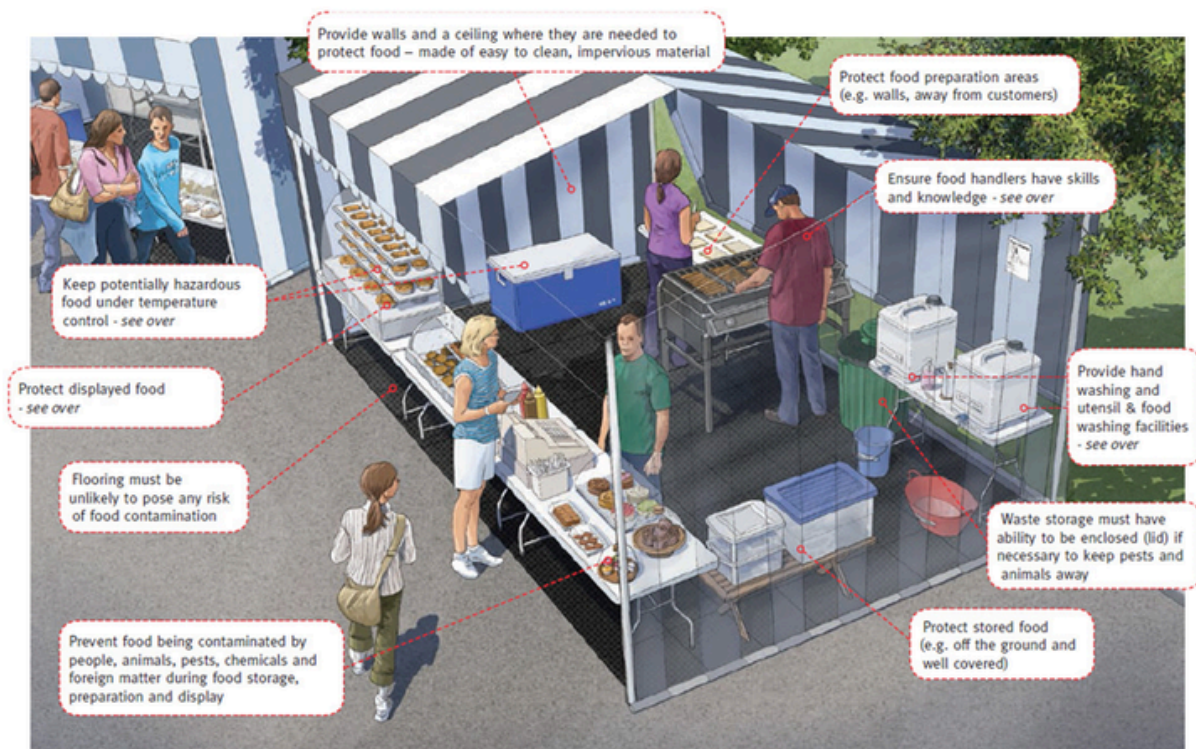
If you are operating a temporary food business at an event please submit the Temporary Food Premises Notification at least 14 days prior to the event.

Premises Construction

Temporary food stalls need to ensure the stall is:

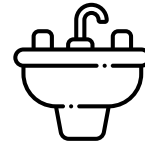
- Located in a dust free area and away from toilets and garbage bins.
- Supplied with sufficient potable water.
- Suitably constructed (i.e. floor (multi day events), walls and ceiling).
- Fitted with food handling facilities for storage, cooking, hot/cold holding, preparation and serving, cleaning and sanitising and handwashing facilities.

GUIDE FOR THE DESIGN AND OPERATION OF A TEMPORARY FOOD PREMISES (STALL)



This document is for guidance only and is not legally binding. Each premises will be assessed on its own individual food safety risks by the relevant local enforcement agency. Other requirements may also apply (e.g. LPG use, fire control, waste disposal) – seek advice from your local enforcement agency.

Hand Washing Facilities



Hand washing facilities must be available if unpackaged food is prepared or handled. Please note that alcohol-based gels and gloves do not replace the need for proper hand washing.

Ensure you provide:

- An accessible hand washing station.
- If operating from a temporary stall, you may use a sealed container with an outlet, filled with potable water and a bucket to collect the wastewater.
- Liquid soap and single use paper towels.

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>No smoking in stall</p> <p>Money and food handled separately</p> <p>Must have skills & knowledge in food safety and food hygiene matters</p> <p>Exposed wounds covered with waterproof covering</p> <p>Avoid unnecessary contact with food by using utensils or gloves</p> <p>Hands must be washed whenever they are likely to contaminate food</p>
<p>Food display, single use items and condiments</p> <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>Temperature control of potentially hazardous 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>	

When to Wash Hands:



Food handlers are required to wash their hands frequently and thoroughly to prevent food contamination. This involves using a designated hand washing facility with running water, soap, and a clean paper towel. Hands should be scrubbed for at least 20 seconds, including the backs of hands, between fingers, and under nails. Always wash hands:

- Before putting on gloves and starting food preparation.
- After using the toilet.
- After handling raw meat, poultry, or seafood.
- After touching potentially contaminated surfaces.
- After sneezing, coughing, or blowing your nose.
- After handling garbage.
- After handling money.
- Before and after eating.
- After touching your face, hair, or body.
- After handling any item that could have been contaminated.

Cleaning and Sanitising

In addition to a hand-washing facility, a sealed container of warm potable water (minimum capacity 10 litres) with a tap and suitable bowls or containers must be provided for the cleaning and sanitising of food preparation utensils, equipment and eating utensils. A supply of detergent and food-grade sanitiser must be available for use.

Protecting Food

Food must be stored and displayed in a manner that it is protected from contamination. Please note that used shopping bags, newspaper, cardboard boxes or damaged/unclean containers are not suitable for the storage of food.

Ensure:

- Food items are stored in containers with a tightly sealed lid off the ground.
- Raw foods are stored below and separate from ready to eat foods.
- Unpackaged food on display is covered i.e. sneeze guards
- Separate utensils (knives, tongs, cutting boards etc) are provided for raw and ready to eat food.
- Utensils such as tongs, knives and chopping boards are cleaned and sanitised in between handling raw and cooked foods.
- Food contact surfaces such as benches are regularly cleaned and sanitised.

Cooking and Reheating



Cooking is an effective way to kill dangerous microorganisms in food, but the food must be cooked to a temperature high enough to destroy most bacteria and viruses.

Ensure:

- A probe thermometer is available to regularly check the temperature of food.
- The temperature of food during cooking reaches a minimum of 75°C. Stuffed meats, mince, sausages, patties, kebabs and whole poultry should be cooked right through to the centre, until their juices run clear.
- Food is rapidly reheated (e.g. stove top or microwave) before placing in a hot holding device.

Temperature Control

Temperature control is very important to prevent harmful bacteria growing in food.

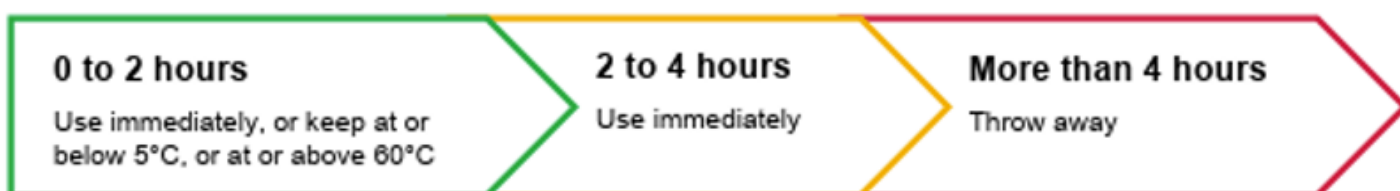
The **'temperature danger zone'** is between 5°C and 60°C, when it is easiest for bacteria to grow.

To keep food safe, you must minimise the time food spends in the temperature danger zone.

- Refrigerated food needs to be kept at 5°C or below.
- Hot food needs to be kept at 60°C or above.

The 2-hour/4hour Rule

The time food can be safely held between 5°C and 60°C is commonly referred to as the '2-hour/4-hour rule' and is applied as follows:



The time between 5°C and 60°C is cumulative, so you need to add up every time the food has been out of the fridge, including during transport, preparation and storage.

If the total time is:

- less than 2 hours, the food can be used or put back in the refrigerator for later use,
- between 2 and 4 hours, the food can still be used, but can't be put back in the refrigerator, and
- 4 hours or longer, the food must be thrown out.

Waste Disposal



Wastewater must be disposed of into a suitable sewage system. Wastewater must not be disposed of into the stormwater system or onto the ground. If access to a sewage system is not available, temporary onsite holding tanks must be used.

Bins in food preparation areas must be located where they are not likely to contaminate food.

Food Safety Supervisors



Food businesses operating at markets and temporary events will need to appoint a Food Safety Supervisor (FSS) if the food they prepare and serve is:

- Ready-to-eat,
- Potentially hazardous (needs temperature control), and
- Not sold and served in the supplier's original package.

You must have a copy of the statement of attainment for the appointed Food Safety Supervisor available for inspection.

Food Handler Skills & Knowledge

Food handlers, including volunteers, are required to have appropriate food safety skills and knowledge for the tasks they perform. [DoFoodSafely](#) is a free, non-accredited, online learning program that is supported by SA Health.

Fundraising events are exempt from this requirement only if the food is low risk and not potentially hazardous (e.g. selling only cakes, biscuits and confectionery), or the potentially hazardous food is likely to be consumed immediately after cooking (e.g. sausages, hamburgers & hot dogs).

Health & Hygiene of Food Handlers

A food handler with a foodborne illness must not handle food and should stay home. This is to prevent the spread of illness to others and to ensure food safety. Symptoms like vomiting or diarrhea can easily contaminate food and equipment. Food handlers should report any symptoms to their supervisor and not return to work until they have been symptom-free for at least 48 hours.

Inspection fees



Constituent Council Temporary Events

Temporary event inspections will not incur a charge for festivals, fetes and markets that are organised by EHA's Constituent Councils.

Non- Constituent Council Temporary Events

There will be a food safety inspection fee to the organising body/event coordinator of any food markets, festivals, fetes, shows and other events to cover the assessment involved in ensuring food vendors are meeting their requirements under the *Food Act 2001* and Food Safety Standards.

The inspection fee will be charged based on a standard rate depending on the number of temporary food stalls at an event as follows:

Number of Stall Holders	Type of Standard Inspection Fee	Non- Council Event Inspection Fee
1-10	Small Business Inspection Fee (P1&2)	\$148.00
More than 10	Large Business Inspection Fee (P1&2)	\$372.00

The following temporary food stall/vendor and mobile food vehicles will be excluded when determining an inspection fee charge.

- community or charitable organisations
- sale of 'low risk foods' that are pre-packaged, shelf stable and appropriately labelled and do not require specific storage requirements such as temperature control
- a mobile food vehicle notified within EHA and are inspected as part of a routine premises inspection and subject to an inspection fee during that inspection.

Resources

Temporary Event Notification Form- for event organisers to submit at least 28 days prior to event (include all event dates).

Temporary Event Vendor List- additional vendor list for updated food premises attending recurring events over the year.

Temporary Food Premises Notification- for food businesses attending event to submit at least 14 days prior to event