

# ENVIRONMENTAL HEALTH STANDARDS - Catering

## INTRODUCTION

The following environmental health conditions have been produced by a working party involving Farnborough International Ltd (FIL), chalet designers, exhibitors, caterers and enforcing authorities involved with the Airshow.

These are the standards to be attained for all chalets and official catering sites. They incorporate the legislative standards and apply these to the unique circumstances of the Farnborough International Airshow.

NOTE: this section refers specifically to the OPERATION of on-site catering facilities. The environmental health standards in relation to the BUILD of facilities are included in Section 3 of the exhibition regulations. Permission to use the facilities **WILL NOT BE GIVEN** unless the facilities have been constructed in line with the requirements.

Environmental Health Inspectors from Rushmoor Borough Council will be on hand to inspect facilities throughout the show.

IMPORTANT: Please read and complete the [Catering and Kitchen Compliance Checklist](#) at the bottom of this section. This is a useful tool to ensure you have complied with all relevant regulations and must be provided to Rushmoor Borough Council onsite as part of your inspection.

## RESPONSIBILITIES

The **caterer** is responsible for the following:

- Working with the exhibitor and/or their appointed build contractor to provide accurate requirements, that will provide a suitable and compliant kitchen facility in relation to the exhibitor's catering requirements. (EG. layout drawings of equipment and location of services).
- Provide the exhibitor's contractor with a clear description of the catering activities taking place in the kitchen and the necessary requirements to comply with their risk assessment/s and legal requirements.
- Ordering and installing the "plug and play" kitchen equipment:
- Cooking and Preparation
- Managing the servery and defining requirements to exhibitor's contractor.
- Providing and managing refrigeration facilities
- Providing and managing table wear
- Cleaning of kitchen facilities and back of house areas
- Back of house furniture
- Staff for the catering operation
- Cleaning the back of house areas, catering equipment, and table wear
- Ordering and paying for catering staff service ID passes and any green vehicle labels
- Ensure catering operations comply with the Environmental Health Standards for Catering.
- Completing the [Catering & Kitchen Compliance Checklist](#) and have available onsite to provide to Rushmoor Borough Council for inspection.

The **exhibitor and/or their appointed build contractor** is responsible for the following:

- Working with the caterer to design and build a suitable kitchen facility in relation to the Exhibitor's catering requirements.
- Providing a layout drawing of the kitchen space available to the caterer
- Ensure that their kitchen facility complies with all applicable regulations before finalising their design. [Click here](#) for more information on kitchen construction.
- Submitting all the mandatory documents and plans via the online portal on behalf of the exhibitor ([click here](#) for more information on the chalet design submission process)

- Ordering services (based on requirements), can include but not limited to:
  - Mains power (including 3 phase if required)
  - Plumbing, water and waste requirements
  - Ordering the front of house furniture
  - Ordering of the waste collection and bin package from the waste provider
  - Ordering the cleaning services for the front of house areas
- Installation of required services (based on requirements), can include but not limited to:
  - Additional plumbing, sinks and hand wash
  - Installation and electrical distribution for all catering requirements (back of house and front of house)
  - Installation of correct/adequate extraction (if required)
  - Installation of adequate fireproofing (to include; fire rated walling, ceilings and doors)

## CATERING PREPARATIONS A-Z

### ALLERGENS

All caterers MUST obtain and provide information about the allergenic ingredients used in food sold or provided by them as per the Food Information Regulations 2014. There are 14 major allergens which need to be declared:

- Cereals containing gluten namely wheat, barley, rye and oats
- Crustaceans like prawns, crabs, lobster and crayfish, etc.
- Eggs
- Fish
- Peanuts
- Soybeans
- Milk
- Nuts namely almonds, hazelnuts, walnuts, pecan nuts, Brazil nuts, pistachio, cashew, Macadamia or Queensland nut
- Celery
- Mustard
- Sesame
- Sulphur dioxide or sulphites
- Lupin
- Molluscs like clams, scallops, squid, mussels, oysters and snails etc.

Caterers must know which allergenic ingredients are present in foods provided. Allergen information must be available to all staff and kept up to date. Where allergen information is not provided up-front in writing, signposting a customer to where they can get this information will be required. Further information on these legal requirements can be found at: [www.food.gov.uk/allergen-resources](http://www.food.gov.uk/allergen-resources)

### CLEANING

All areas and equipment used for food preparation or storage must be kept clean. For all food-contact and hand-contact surfaces in food rooms a two-stage cleaning process must be undertaken to ensure the surfaces are both visually and microbiologically clean:

Stage 1: Use a detergent to clean and remove any visible dirt followed by rinsing with clean water.

Stage 2: Disinfect using a disinfectant at the correct dilution and contact time recommended by the chemical manufacturer.

Sanitisers can be used as both a detergent and a disinfectant. When using sanitisers, the two-stage cleaning and disinfection process, as described above, must still be carried out i.e. used twice.

It is recommended that disposable, single-use cloths are used when cleaning. If this is not possible separate designated cleaning equipment for raw and RTE areas, for example colour coded cloths, should be in place.

Disinfectants and sanitisers must meet the requirements of at least one of the following standards:

BS EN 1276 or BS EN 13697

Alternatively, a dishwasher can be used for the cleaning and disinfection of equipment and utensils.

## FIRST AID

You will need to assess first aid provision and ensure adequate equipment and personnel are available. Guidance from the Health & Safety Executive is [available](#).

## HAZARD ANALYSIS CRITICAL CONTROL POINT (HACCP)

Every food business operator / establishment MUST put have procedure(s) based on HACCP principles (including for allergens). You must be able to demonstrate your compliance with this requirement. Further information is available [here](#).

## HEALTH OF FOOD HANDLERS

### ILLNESS

All persons engaged in the handling of food must inform their employer immediately if they become aware that they are suffering from any infection which is likely to cause food poisoning, (e.g., diarrhoea, vomiting, sore throat, etc.). The person must leave the food area.

Further advice is provided in the Department of Health leaflet, "[Food Handlers - Fitness to Work](#)".

Alternatively, please contact the Environmental Health Team who will be on site throughout the show. You may contact the team through Rushmoor Borough Council's main telephone number +44 (0) 01252 398177.

## PERSONAL HYGIENE

### PERSONAL CLEANLINESS

Clean, washable over-clothing shall be worn by all people engaged in the handling of food.

### OUTDOOR CLOTHING

Suitable storage accommodation must be provided for the outdoor clothing that chalet staff have brought with them. This storage facility may be separate from the chalet, for example in the catering compound, but provision should be made within the chalet for coats, bags etc. This may take the form of simple hooks in an area separate from the kitchen. Jewellery should be kept to an absolute minimum.

## TEMPERATURE CONTROL

You must comply with Regulation 32, Schedule 4 (Temperature Control Requirements) of The Food Safety & Hygiene (England) Regulations 2013.

### COLD FOODS

All high-risk foods, for example, cooked meats, eggs, dairy produce and other foods which will not receive further treatment, and which are capable of supporting bacterial growth, must be stored at or below 8°C at all times.

All chillers must be suitable to ensure the storage of foods at or below 8°C. External walk-in chillers must be fitted with cleanable chiller "strips". No hot/warm foods should be placed in any chiller.

Cold food within display units must generally be kept at or below 8°C. Cold food may be kept for up to 4 hours at a temperature above 8°C but the caterer must be able to show that:

- The food was for service or display.
- It had not been kept at for more than 4 hours above °C; and
- The food had only one period above °C (for example, if a dish of food is put on display for one hour it cannot have another 3 hours above 8°C at the next display period).

Food which remains uneaten at the end of the display period does not have to be discarded but must be restored to a temperature of 8°C or less and kept at that temperature until it can be used safely.

Free-standing insulated plate/storage racks may only maintain foods at or below 8°C for short periods. It is therefore recommended that they are not relied upon to store foods from delivery to service. Adequate refrigeration to maintain temperature control must be provided.

### HOT FOOD

Hot food must be kept above 63°C whether in the kitchen awaiting service, in transit to the servery, or on display.

Hot food may be held for one period of up to 2 hours at a temperature cooler than 63°C but the caterer must be able to show that:

- The food was for service or on display.
- It had not been kept for more than 2 hours below 63°C; and
- The food had only one period below 63°C.

Food that remains uneaten at the end of the display period does not have to be discarded. It must be restored to a temperature above 63°C or below 8°C and kept at that temperature until it can be used safely.

Food must be thoroughly cooked and re-heated to an adequate temperature of at least 75°C at the core of the food.

#### **TEMPERATURE RECORDS**

A thermometer with a probe must be available in every chalet to ensure that food remains at a safe and appropriate temperature throughout the food chain. Suitable probe wipes must be provided in every chalet to be used to clean the probe before and after usage.

Appropriate temperature records must be maintained of each refrigerator and freezer, of core cooking temperatures of suitable samples of food product, and of deliveries of refrigerated foods to the chalet. These records must be kept in each kitchen and should be signed off daily by the kitchen supervisor. These records will be inspected.

#### **TRAINING, CERTIFICATES ETC**

All food handlers must be appropriately trained and/or supervised in food hygiene matters. All staff must be suitably trained or supervised commensurate with their work activities.

All handlers of high-risk open food will have the Level 2 Award in Food Safety in Catering (previously Basic Food Hygiene Certificate or Certificate in Food Safety) or equivalent, within the last 3 years.

Evidence of training must be available on site.

Food Handlers must also be trained in the business Food Safety procedure(s) based on the principles of [HACCP](#).

## FIA 2024 – CATERING & KITCHEN COMPLIANCE CHECKLIST

All caterers must complete the below checklist and have available onsite as part of the inspection pack to present to Rushmoor Borough Council.

Issue/Area	What you need to do	Complied with? Yes/no If no, why?
<b>Kitchen Construction</b>		
Kitchen Ceiling, if cooking	Provide a solid ceiling in good order, capable of being cleaned without shedding pieces, and have a minimum of half hour fire resistance.	
Kitchen Ceiling, if not Cooking	Provide as above or a tightly drawn across muslin ceiling is acceptable if it is clean and in good condition.	
Kitchen Walls	Provide walls that are smooth, impervious and capable of being cleaned for the whole time of the show. Plasterboard must be sealed.	
Kitchen Walls, if Cooking	Provide walls to separate from the remainder of the chalet/other chalets that have a minimum of half-hour fire resistance.	
Kitchen Floor	Provide a fixed, impervious, easy to clean floor in good condition for the whole time of the show. Carpet etc is not acceptable.	
Kitchen Doors, If cooking	All doors provided to be self-closing and have a minimum of half hour fire resistance. Internal doors to the kitchen must have a glazing panel to allow users to see hazards.	
Lighting	Provide adequate lighting, an average of at least 500 lux, so that food preparation and cleaning can be carried out hygienically and safely. Light fittings must have diffusers or similar to protect light bulbs.	
Refuse	Provide sufficient containers for waste inside the chalet, with fitted lids. All waste to be placed in refuse sacks and taken to outside bins/skips with fitted lids on a regular basis.	
External Areas	Sufficient appliances and storage areas to be provided to ensure no food and equipment is stored or prepared outside of the chalet. Bags of ice must be sealed and stored in cleanable containers up off the floor.	
Sinks in Kitchens	Provide separate, deep catering standard sinks for food preparation and for equipment washing, both with a continuous supply of adequate hot and cold water.	
Sinks in Bars	Provide a single sink with a continuous supply of adequate hot and cold water.	
Wash Hand Basins in Kitchen	Provide an adequate number of wash hand basins within the kitchen for the sole purpose of hand washing. Provide suitable soap and towels to the wash hand basin.	
Wash Hand Basins in Bars	Provide an adequate number of wash hand basins within the bar area for the sole purpose of hand washing. Provide suitable soap and towels to the wash hand basin.	
Work Surfaces	Provide adequate work surface areas for the preparation and plating up of food. All work surfaces must be in a good repair, capable of being cleaned and disinfected.	

Equipment	All equipment within the kitchen and bar areas which comes into contact with food must be in a good repair, capable of being cleaned and disinfected.	
Dumb Waiters (lifts/hoists)	Provide a relevant certificate of safety for the lift/hoist. Ensure the installation of the lift/hoist does not compromise fire safety within the chalet.	
<b>Ventilation/Extraction</b>		
Kitchens in General	Provide and install in a suitable wall a powered extraction fan of at least 30cm which vents through fire retardant ductwork to the external air. Fans to provide a minimum of 15 air changes/hour and suitably guarded.	
At every Hob/ Cooker/ Heating Unit/ /Commercial Dishwasher etc.	Provide a metal canopy that extends beyond the width and depth of the heat producing equipment which vents through fire retardant ductwork to the external air. The canopy system must incorporate a minimum of a powered extraction fan of at least 30cm which must be adequate to extract hot and humid air produced by the cooking/heating/commercial dishwasher equipment. The lowest part of the canopy must not be any lower than 2 meters from the floor.	
<b>Temperature Control</b>		
Chilled Food	Provide suitable and adequate equipment to ensure all high-risk foods that require chilling can be stored/displayed at 8°C or below.	
External Walk-in Chillers	Provide all external walk-in chillers with cleanable chiller strip curtains.	
Hot Food	Provide suitable and adequate equipment to ensure all relevant foods required to be kept hot are stored/displayed at 63°C or above.	
Cooked Food/Reheating Food	Provide a temperature probe and train staff to ensure cooked/reheated food reaches an adequate temperature of at least 75°C at its core.	
Temperature Records	Provide at least one thermometer probe and suitable record sheets to monitor and record food temperatures to ensure food safety. To include temperatures of deliveries, hot and cold storage/display and cooking temperatures where relevant and in accordance with your own procedures based on HACCP principles. Records to be available at each chalet at all times.	
Wipes	Provide suitable wipes or cleaning material for disinfecting the probe after each use.	
<b>HACCP</b>		
	Provide a copy of your documented food safety procedure(s) based on HACCP principles at each chalet. Ensure staff are trained in your procedures.	
<b>Personal Hygiene</b>		
Personal Cleanliness	Provide suitable and adequate clean, washable over clothing for all food handlers.	
Outdoor Clothing	Provide suitable storage for your chalet staff's outdoor clothing and belongings, away from the kitchen and any stored food.	
<b>First Aid</b>		
	Provide a suitably stocked and adequate first aid box in accordance with current legislation.	

<b>Health of Food Handlers</b>		
	Ensure all food handlers are trained and aware of their obligations concerning notifying their employer if they are suffering from any infection likely to cause food poisoning. Ensure procedures are in place to prevent infected staff working with food or working in food areas.	
<b>Toilets</b>		
	Provide toilets for chalet staff.	
	Ensure toilets do not open directly into a food room.	
	Toilets adjacent to food rooms must have solid ceilings	
Ventilation	Provide adequate powered ventilation to each toilet area which vents to the external air.	
	Provide suitable soap and towels to the wash hand basin within the toilet areas.	
<b>Training</b>		
	Ensure all food handlers are suitably trained in food hygiene to at least Level 2 or supervised.	
	Ensure all food handlers are suitably trained in your own documented permanent procedure(s) based on HACCP principles.	
	Ensure evidence is available at each chalet to confirm suitable training has taken place i.e. copies of training certificates dated within the last 3 years and, where relevant, training records.	
<b>Space</b>		
Cold food only kitchens	Ensure the kitchen is no less than 3.5 x 3.5 m in size.	
Hot food kitchens	Ensure the kitchen is no less than 4.0 x 4.0 m. in size.	
Cross Contamination	The layout and size of the kitchen is not smaller than the minimum standards above and has sufficient storage and workspace to avoid cross contamination in line with the FSA's Guidance on the Control of Cross Contamination from E.coli O157.	
General	There is sufficient separation to: <ul style="list-style-type: none"> <li>• Allow for clean and dirty equipment/dishes to be kept separate.</li> <li>• Allow food handlers to operate safely.</li> <li>• Allow food to be stored safely under suitable temperature controlled conditions.</li> </ul>	
<b>Smoke Free England</b>		
No Smoking	Smoking is banned by law in enclosed or partially enclosed areas.	
	Ensure that correct signage is displayed at all entrances to the chalet.	
<b>Allergens</b>		
Allergens	Adequate provision made to ensure compliance with the law regarding allergens, staff must be aware of arrangements and adequate information must be available to customers.	
<b>Cleaning</b>		
Cleaning	Ensure you have a system in place to keep food areas clean.	
Disinfectant	Ensure you have a supply of suitable cleaning chemicals and disposable cloths to carry out effective cleaning,	

	including a BS EN 1276 or BS EN 13697 disinfectant on food and hand contact surfaces in food rooms.	
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