

**Food Safety Guidance**

**Food Safety for Street Traders**

You need a Street Traders Licence if you are selling or offering to sell food in a public place. This includes selling from a vehicle such as an ice cream van or burger van, kiosk or a moveable stall. Each person who intends to trade will need a licence issued by the Local Authority where you plan to trade. More information on this is available at the [Street Trader Licence](http://www.falkirk.gov.uk/services/law-licensing/licensing/businesses/street-traders-licence.aspx) section of the Council website or by contacting the Licensing section at licensing@falkirk.gov.uk.

If you plan to trade in other Local Authority areas you will require Street Traders Licences from the Licensing sections of the relevant Authorities.

If you plan to trade from a particular site you must seek permission from the owner of the site you wish to trade from before applying. You should also check whether planning permission will be required to operate from the site. Further advice is available from Development Management at dc@falkirk.gov.uk.

**We would always recommend that you confirm a suitable site before you purchase the mobile food unit.**

As part of your application you need to provide a Certificate of Compliance for your mobile food unit. This certificate will be issued by the Food Safety team of the Local Authority where your unit is normally based (even when not trading). If this is within Falkirk Council you should contact us at fs@falkirk.gov.uk to arrange a visit. If your unit is kept within another area you must contact that Local Authority to arrange a visit.

An assessment will be carried out to ensure your unit meets the structural requirements as detailed in the Mobile Traders Food Hygiene National Standard (see Annex 1). The Certificate of Compliance will be accepted by any Licensing Authority in Scotland. Once granted, the Certificate will be valid for 3 years.

Once operational, a food safety inspection will be carried out covering all aspects of food law. This will include an assessment of your Food Safety Management System, food hygiene training of food handlers and your food storage and handling practices. Further information is available in our Starting a Food Business Guide within the [Advice for new food business guidance page](http://www.falkirk.gov.uk/services/environment/food-safety/new-businesses.aspx) on the Council’s website.

You must also ensure that you comply with health and safety legislation. Guidance is available within Annex 2 to this guidance.

For further information or advice please contact the Food & Safety team on fs@falkirk.gov.uk

**Annex 1 Mobile Traders Food Hygiene National Standard**

**Requirements for the Certificate of Compliance**

**Water Supply**

Mobile food units must be provided with an adequate, piped supply of hot and cold water or warm water at a suitably controlled temperature.

All water supplied to hand, equipment and food washing facilities must be potable water. Potable water must be used:

* for cleaning food;
* for cleaning surfaces which may come into contact with food;
* for cleaning hands; for using as an ingredient in food and drinks;
* for cooking of food;
* any other operations where there is a risk of contaminating foodstuffs

Ideally, mains water or a suitably treated private supply should be used. Where there is no direct connection to a suitable supply, containers may be used. This water must be potable.

A “piped supply” includes the use of a tap mechanism that delivers hot and cold water independently or provides warm water via a mixer tap that is manually (or sensor) controlled. The pipe work must be affixed and deliver the water supply directly to all sinks. The practice of using jugs or similar to transfer water to sinks or wash basins is not acceptable.

The supply must be from a tap or taps at adequate pressure and temperature

The supply must provide a sufficient volume of water, by capacity or means, for the trading hours.

Where services are readily available, a constant piped supply or an instantaneous water heater (gas/electric) can be used. Alternatively, insulated containers for hot water storage would be acceptable provided they are of suitable capacity and capable of storing the water at an adequate temperature and deliver water to the sink(s) via fixed pipework.

Containers used for holding water and any associated pipework must be:

* made of food grade materials and be enclosed;
* capable of being cleaned and disinfected;
* readily identifiable as being for water use only and visibly different from any containers used for receipt and storage of waste water;
* sufficient capacity to store enough water for the business’ potable water needs

Utensils must be made from durable materials that will not present a foreign body hazard.

**Wash hand basins**

All units must be provided with an adequate number of wash basins designated for the purpose of maintaining personal hygiene.

The wash basin must be located in an accessible position and available for use.

A suitable and sufficient supply of liquid soap and single-use paper towels for hand-drying must be provided.

The wash basin must be provided with an adequate, piped supply of hot and cold water or warm water at a suitably controlled temperature in order to facilitate hand washing under running water.

Waste water from the wash basin must be piped to a suitable closed container which is readily identifiable as being designated for that purpose. For example, it could be clearly marked ‘Waste Water’.

**Sinks**

Sinks must be located in an accessible position.

The requirement for sinks **is in addition to** wash basins. The provision of a sink or sinks is for the washing of food and the cleaning and disinfecting of work tools and equipment and is not for the washing of hands.

Sinks must be of sufficient size to accommodate all equipment that requires to be washed during trading.

The minimum provision for sinks in each Unit Category is listed below.

• Category 1 Unit - No sink required

• Category 2 Unit – **Minimum** of 1 Sink Required

|  |  |
| --- | --- |
| **Category** | **Types of Operation** |
| Category 1 | * Tea, coffee only
* Pre-packed food only;
* Raw fruit and vegetables only
* Wet fish only;
* Any combination of the above
 |
| Category 2 | All other operations |

A sink will not be required in a Category 2 Unit in the following circumstances:

* Where food is only served and not prepared (where “prepared” means processed by washing, cooking, reheating or assembling etc., so as to be ready to serve or eat with little or no further preparation); and
* Where there is an adequate provision of multiple/duplicate items of equipment, e.g. knives, spoons, tongs etc.; and
* Where adequate alternative arrangements have been made for the cleaning and disinfection of non-replaceable food contact surfaces in the event of spillage or other contamination.

Where no sink is provided and ready-to-eat food is sold, e.g. fruit, signage is required to advise customers that such items must be washed prior to consumption.

**Structure and Equipment**

Food equipment, work surfaces and fittings must be constructed using smooth surfaces that allow effective cleaning/disinfection. All internal surfaces must be constructed and/or finished with washable materials.

Food equipment, work surfaces and fittings must be installed so that they allow access for cleaning or they must be capable of being moved or dismantled to allow such access.

Walls immediately behind and adjacent to food preparation surfaces and equipment must be capable of being cleaned and, in high risk food areas, disinfected.

Tables, work surfaces, food display cabinets, counters, equipment, utensils and display containers must be in good repair in order to be easy to clean and must be kept clean and maintained in good condition at all times. Surfaces coming into direct contact with food or are in such close proximity that they could contaminate the food if dirty must be capable of being disinfected and should be duly disinfected as appropriate.

**Protecting food from contamination**

The unit must be large enough for the type of operation carried out. In particular, there must be sufficient space to prevent contamination of foods to facilitate adequate cross contamination prevention procedures.

Layout, facilities and equipment must be capable of protecting food from any contamination likely to render the food unfit for human consumption, injurious to health or contaminated in such a way that it would be unreasonable to expect it to be consumed in that state.

All wrappings, containers etc. in contact with food must be made of food grade material.

**Pest Control**

Mobile food units must be designed to prevent the access of pests.

**Waste**

A suitable receptacle must be provided for the storage of waste materials on the unit.

The internal and external surfaces of non-disposable waste containers must be washable and in good repair.

Where liquid waste cannot be linked directly to the mains drainage system, holding containers may be used. These containers must be readily identifiable so that their intended use is understood and that they are visibly different from potable water containers.

Waste water must be collected in a readily identifiable sealed container. It must not be discharged directly onto the unit’s stance or surrounding area. It must be disposed of to a suitable drainage system at the end of each trading day. This excludes the disposal down surface water drains.

**Temperature Control**

Mobile food units must be provided with suitable and adequate temperature controlled storage facilities for perishable and frozen foodstuffs.

Where temperature controlled storage facilities are used, suitable means of monitoring temperatures must be provided.

**Ventilation**

Every mobile food unit must be provided with sufficient ventilation, not including the open service hatch of the unit.

Ventilation openings and mechanisms must be washable and be designed to prevent the entry of dust and all pests.

**Lighting**

Vehicles must be provided with sufficient natural lighting and suitably protected artificial lighting to allow for the hygienic preparation and service of food and the effective cleaning of the vehicle.

**Annex 2**

**Health and Safety Guidance for Mobile Food Units**

|  |  |
| --- | --- |
| A | POLICY STATEMENT |
|  | ***Legal References:****Health and Safety at Work etc. Act 1974* |
|  | Employers with more than five employees must provide a written Health and Safety Policy Statement. [www.hse.gov.uk/simple-health-safety/write.htm](http://www.hse.gov.uk/simple-health-safety/write.htm)  |
| B | **HEALTH AND SAFETY LAW INFORMATION** |
|  | ***Legal References:****The Health and Safety Information for Employees Regulations 1989* |
|  | The approved Health and Safety Law poster must be displayed in a prominent position. |
|  | Alternatively, a pocket card version of the Law poster can be provided to staff. |
| C | **RISK ASSESSMENT** |
|  | ***Legal References:****Health and Safety at Work etc. Act 1974The Management of Health and Safety at Work Regulations 1999* |
|  | Employers and self-employed persons must carry out an assessment of the risks associated with the operation of the business. This will involve identifying all relevant hazards that may present a risk of injury or ill health and ensuring that measures are identified to control associated risks. Work activities should be examined e.g. manual handling, use of equipment, vehicle movements etc. in order to identify risks. Also those at risk should be identified; these may include members of the public in addition to employees. Where there are five or more employees, significant findings require to be documented. [www.hse.gov.uk/risk/index.htm](http://www.hse.gov.uk/risk/index.htm) [www.hse.gov.uk/pubns/cais25.pdf](http://www.hse.gov.uk/pubns/cais25.pdf)  |
| D | **TRAINING** |
|  | ***Legal References:****Health and Safety at Work etc. Act 1974Provision and Use of Work Equipment Regulations 1998* |
|  | Employees require to be provided with such information, instruction, training and supervision as is necessary to ensure, as far as is reasonably practicable, their health and safety at work.<http://www.hse.gov.uk/pubns/indg345.pdf>  |
| E | **ACCIDENT NOTIFICATION** |
|  | ***Legal References:****The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013* |
|  | Systems must be in place for reporting, to RIDDOR, all specified injuries and accidents resulting in absence from work for more than seven days. Also injuries to members of the public that result in them being taken directly from the scene to a hospital for treatment. |
|  | In addition, specified Dangerous Occurrences and certain Occupational Diseases require notification. |
|  | Records require to be maintained of reportable accidents, occupational diseases and dangerous occurrences.[www.hse.gov.uk/riddor/index.htm](http://www.hse.gov.uk/riddor/index.htm)  |
| F | **FIRST AID** |
|  | ***Legal References:****The Health and Safety (First Aid) Regulations 1981* |
|  | A suitable first aid kit must be kept in the vehicle.[www.hse.gov.uk/firstaid](http://www.hse.gov.uk/firstaid) |
| G | **STORAGE AND HANDLING OF LPG** |
|  | ***Legal References:****The Provision and Use of Work Equipment Regulations 1998The Gas Safety (Installation and Use) Regulations 1998****Technical Standards****Code of Practice 24, Part 3 – Use of LPG Cylinders: The Use of LPG in Mobile Catering Vehicles and Similar Commercial Vehicles (May 2000)* |
|  | **Servicing:**  |
|  | * Documentation must be provided to show that servicing of appliances has been carried out by a competent person, i.e. Gas Safe registered, accredited to work on non-domestic LPG mobile catering equipment and generators (as applicable). Competency of engineers can be verified on the Gas Safe website, see link below. The service should include a check of the whole system, from the cylinder up to and including the appliances.
 |
|  | * A valid safety certificate issued by a competent, Gas Safe registered engineer requires to be available
 |
|  | **What you must do:** |
|  | * All cylinders must be stored in an upright position, with valves uppermost and secured to prevent movement.
 |
|  | * When the vehicle is not in use, systems must be in place to ensure that free-standing cylinders are not left unattended in any location which is not secure from public access or unauthorised interference. They must not be kept inside the unit.
 |
|  | * The vehicle must have a suitable warning sign notifying of the presence of LPG with the wording “Highly Flammable LPG. No Smoking, No Naked Lights”:

 |
|  | * The standard hazard warning diamond is also required for when travelling on a public highway.

 |
|  | * An emergency isolation valve must be installed inside the cooking area at either the point where the low pressure pipework enters the cooking area or adjacent to the exit point of the cooking area.
 |
|  | * All persons involved in the use of LPG and appliances, including changing of cylinders, must be adequately trained
 |
|  | **Ventilation:** |
|  | * Site all cylinders outside the mobile food unit and protected from interference; or stored within a suitable, lockable, ventilated compartment attached to or forming part of the mobile food unit.
 |
|  | * Adequate ventilation must be provided to prevent build-up of gas leakage and excessive condensation; and to provide fresh air for adequate combustion. This is in addition to openable windows, roof-lights and service hatches. Permanent high and low level vents must be provided, designed to prevent draughts, and must not be obstructed.
 |
|  | * Where cooking equipment is located elsewhere than at the serving hatch in hot food snack vehicles, it may be appropriate to provide a canopy over the cooking equipment, ventilated to the external air.
 |
|  | [www.hse.gov.uk/gas](http://www.hse.gov.uk/gas)[www.hse.gov.uk/pubns/cais23.pdf](http://www.hse.gov.uk/pubns/cais23.pdf)[www.uklpg.org](http://www.uklpg.org)[www.gassaferegister.co.uk](http://www.gassaferegister.co.uk) |
| H | **ELECTRICAL INSTALLATIONS AND GENERATORS** |
|  | ***Legal References:****The Electricity at Work Regulations 1989The Provision and Use of Work Equipment Regulations 1998* |
|  | * The fixed electrical installation requires to be examined and tested by a competent person and an Electrical Installation Condition Report should be made available.
 |
|  | * Ensure the electrical connection from the vehicle is **male** and that all external connections are waterproof. (See photograph Below)
 |
|  | **Male** connector**Female** connector |
|  | * Certification must be in accordance with the current Institute of Electrical Engineers Regulations (the IEE Regulations).
 |
|  | * Portable appliances, including generators, must be maintained in order to prevent danger.
 |
|  | * A suitable procedure should be prepared for refuelling generators. Fuel must be stored securely away from the generator and in approved storage containers.

[www.hse.gov.uk/electricity](http://www.hse.gov.uk/electricity)[www.hse.gov.uk/pubns/priced/hsg107.pdf](http://www.hse.gov.uk/pubns/priced/hsg107.pdf) |
| I | **PRESSURE SYSTEMS** |
|  | ***Legal Reference:****The Pressure Systems Safety Regulations 2000* |
|  | * Relevant pressure equipment e.g. Coffee Machines will require to comply with the Pressure Systems Safety Regulations 2000 and be provided with Reports of Thorough Examination as per an appropriate Written Scheme of Examination.

[www.hse.gov.uk/pressure-systems](http://www.hse.gov.uk/pressure-systems) |
| J | **WORK EQUIPMENT** |
|  | ***Legal Reference:****The Provision and Use of Work Equipment Regulations 1992* |
|  | * Work equipment requires to be suitable for its intended purpose.
 |
|  | * Deep Fat Fryers and Frying Ranges should be fitted with thermostatic alarms.
 |
|  | * Deep Fat Fryers & Hot Water Urns etc. should be secured to prevent movement and reduce risks from scalds and burns.
 |
|  | * Particular attention requires to be paid to the emptying and cleaning of Deep Fat Fryers in order to identify safe systems of work and appropriate control measures. Specific guidance on these issues can be found at:

[www.hse.gov.uk/pubns/cais17.pdf](http://www.hse.gov.uk/pubns/cais17.pdf) |
| K | **SLIPS, TRIPS & FALLS** |
|  | ***Legal Reference:****Workplace (Health, Safety and Welfare) Regulations 1992* |
|  | * Slip resistant flooring should be provided to the mobile food unit to reduce the risk of slipping.
 |
|  | * Suitable means of access and egress requires to be provided e.g. appropriate steps at entrance.
 |
|  | * Suitable procedures require to be implemented regarding floor cleaning and spillage in order to reduce risk of slipping.
 |
|  | * Flooring requires to be maintained in good condition.

[www.hse.gov.uk/slips](http://www.hse.gov.uk/slips) |
| L | **HAZARDOUS SUBSTANCES** |
|  | ***Legal Reference:****Control of Substances Hazardous to Health Regulations 2002* |
|  | * Cleaning agents can be dangerous if not properly used. Instructions on labels must be followed.
 |
|  | * A suitable risk assessment must be carried out in terms of COSHH and control measures implemented e.g. selection of a less hazardous product, PPE (personal protective equipment) etc.

[www.hse.gov.uk/coshh/industry/catering.htm](http://www.hse.gov.uk/coshh/industry/catering.htm) |

**Further Guidance:**

NCASS Mobile Catering Code of Practice 2 (available from [www.ncass.org.uk](http://www.ncass.org.uk))