

It's Your Food



NOVEMBER 2024

A Newsletter for Food Businesses in Monash

2025 Food Act Registration Renewal

It's that time of the year for food businesses to renew their registration under the Food Act 1984. Application forms have been sent out to Class 1, Class 2, Class 3 and Class 3A food business operators in November.

Once you have checked the application form and made any necessary changes, please sign the form and return it to Council in the 'reply paid' envelope or ✉ mail@monash.vic.gov.au

Please note payment is required by **31 December 2024**. Payment options can be found on the renewal of registration form.

Alternatively, the renewal process is available online, where you will need the 'Payment Reference' and your 'Licence Number' provided on the top right-hand corner of your renewal notice.

Confirm the details on the renewal notice via 'Step 1', then make payment of the fee via 'Step 2'. To register online, www.monash.vic.gov.au/business-registration-renewal

Please ensure applications for registration renewal are completed by 31 December 2024 to avoid receiving a Penalty Infringement Notice for operating unregistered.

For more info: contact Council's Public Health Unit on ☎ 9518 3555.



Food Safety Supervisor

Did you know that Class 1, Class 2, and Class 3A food businesses are required to nominate a food safety supervisor?

It is important to choose your food safety supervisor carefully. It may be the proprietor, an employee or person external to the business, providing they are able to meet the requirements prescribed in the Food Act 1984.

A food safety supervisor will:


- Know how to recognise, prevent and alleviate the hazards associated with food handling at your premises
- Have a Statement of Attainment that shows they have the required food safety competencies from a Registered Training Organisation (RTO)
- Have the ability and authority to supervise other people handling food at your premises and ensure food handling is done safely.

A food safety supervisor must be able to produce their Statement of Attainment if requested to do so by Council's Environmental Health Officer.

Failure to comply with the Food Act 1984 requirements may lead to:

- Refusal of renewal of the registration of the food premises
- Cancellation or suspension of registration of the food premises.

More info: Department of Health, Food Safety Supervisors

 <https://www.health.vic.gov.au/food-safety/food-safety-supervisors>




Food Safety Management tools

The Australia New Zealand Food Standards Code (revised in December 2023) includes the food safety standard 3.2.2A - Food Safety Management Tools.

Most food businesses are required to comply with all or some of the three requirements.

The three (3) food safety management tool requirements are:

1. Food handler training

- This requirement is applicable to Class 1 and Class 2 food businesses
- All food handlers including volunteers who handle high risk foods must be able to demonstrate they have food safety skills and knowledge in line with the work they do
- Food handlers are required to complete a food safety training course in or be able to demonstrate understanding in:
 - » Safe food handling
 - » Food contamination
 - » Cleaning and sanitising food contact surfaces and equipment
 - » Personal hygiene
- Food handlers who complete the Department of Health free online training 'DoFoodSafely'
 www.dofoodsafely.health.vic.gov.au will satisfy this requirement

- Upon successfully completing the online training, a certificate will be issued. Be sure to keep your staff training records (certificates) as proof of completion.

2. Food safety supervisor training (FSS)

New requirement

- Food safety supervisor certificates are valid for five years from the date of issue. If you have an existing FSS certificate with a date of issue before 8 December 2023 you will need to be recertified, by 8 December 2028
- If you have a current FSS certificate with date of issue from 8 December 2023 onwards, your qualification is valid for five years
- This requirement is applicable to Class 1, Class 2 and Class 3A food businesses.

3. Substantiation of critical food safety controls

- This is applicable to Class 2 food businesses that are not required to have a food safety program. Food businesses must keep records or demonstrate that requirements for safely receiving,

storing, processing, displaying and transporting high risk foods and for cleaning and sanitising are being met

- There are various ways to demonstrate compliance with this requirement. You can do this by:
 - » Showing the Environmental Health Officer (EHO) how you keep high risk food under temperature control
 - » Displaying food safety posters in your business
 - » Monitoring food safety practices through photographs, logbooks or diary notes
 - » Ensuring staff complete food handler training such as [DoFoodSafely](#)
 - » Documenting cleaning and sanitising procedures
 - » Reviewing food handling practices
 - » Recording actions you have taken or processes you have put in place to improve food safety
 - » Taking before or after photos to document improvements you have made.

More info: Standard 3.2.2A- Food safety management tools

 <https://www.foodstandards.gov.au/publications/safefoodaustralia>

Food Safety during *power outage*

Emergencies may result in situations where it is harder to keep food safe. There are basic precautions to take to make sure food remains as safe as possible during an emergency.

Supervisors and food handlers can follow some basic rules to ensure the safety of the food they prepare. In the event of a power failure, following these basic rules is crucial to maintaining food safety.

Emergency power failures

The most important thing is to try keeping cold and frozen food cold. If food is still cold to touch (less than 5 °C), it is safe to use.



Before and after a power failure:

- Once cold or frozen food is no longer cold to touch, it can be kept and eaten for up to four hours and then it must be thrown away
- If it is raw meat, it should be cooked and eaten
- Eat hot food within four hours of it being heated or throw it away
- If power is restored when frozen food is still frozen solid the food is safe.

During a power failure, the following actions will keep frozen and cold food frozen or chilled for longer:

- Move food from the fridge to the freezer
- If a power failure lasts more than one hour, if available, place bagged ice under food packages and trays stored in freezers and fridges
- If possible, cover cold or frozen food with an insulating blanket
- Only open fridge and freezer doors when absolutely necessary, this will keep the food and air temperature colder for longer.

Food supervisor checklist

In an emergency, follow these tips to make sure food is as safe as possible:

- ✓ Use refrigeration (fridge, mobile cool rooms, insulated coolers or insulated boxes with ice) to keep cold food cold
- ✓ If storing frozen food, you must use a freezer
- ✓ Provide handwashing facilities with running water – a container with a tap, soap and paper towels. Make sure plenty of hot and cold water is on hand

- ✓ Provide sinks and containers big enough to clean cooking equipment and utensils
- ✓ Ensure adequate bench and table space is available for food preparation
- ✓ Use covers to protect stored food from pests and dust – a clean cloth will do
- ✓ Provide cleaning equipment, detergents and sanitisers
- ✓ Ensure there is a place to store food that is safe from animals and insects
- ✓ Provide enough rubbish containers to collect and store all waste.

Food handlers checklist

In an emergency, follow these tips to make sure food is as safe as possible:

- ✓ Wash and dry your hands before touching food
- ✓ Clean work areas before starting work
- ✓ Keep raw food separate from cooked and ready-to-eat foods
- ✓ Clean your utensils, bowls, chopping boards and cutlery before you start work
- ✓ Hold foods at the right temperature
 - » cold foods need to be below 5 °C
 - » hot foods need to be above 60 °C
 - » cook and reheat foods to at least 75 °C
- ✓ Wash your hands, utensils and equipment each time you prepare a new meal
- ✓ If you have a cut or wound, make sure it is completely covered by a waterproof wound strip or bandage, and wear a clean glove over the top
- ✓ Do not work if you are sick.

Food Safety for Summer



Summer is a great time of year for eating fresh fruit and vegetables and eating outdoors. It's also a fantastic time for entertaining with friends and family.

Unfortunately, summer is also the most common time of the year for food poisoning.

During warmer weather there is a higher risk of food poisoning, but if you follow some simple rules when you prepare, handle and store food, it will significantly reduce your risk of falling sick.

This happens due to bacteria in food multiplying faster in the 'danger zone' between 5°C-60°C. Preparing food and eating outdoors can also be difficult, especially if you don't have access to a fridge and a place to wash your hands.

Food poisoning can be quite serious, particularly for children, older people and those with other illnesses.

At this time of year, especially after a big family lunch, there are always plenty of leftovers!

- Store leftovers in the fridge and eat within three days. If you don't plan to eat them in this time, freeze them straight away
- Don't eat food that's been left out of the fridge for more than four hours - especially poultry, meat, seafood, cooked rice, cooked pasta and salad
- Remember that a salad that's been left out for too long won't just go limp - it could also grow harmful bacteria
- Food prepared, handled and stored safely is also fresher, tastier and more nutritious.
- So enjoy your summer and remember these simple tips to keep food fresh and safe.



How to reduce the risk of food poisoning

- When food shopping this summer, bring along insulated containers like a cool bag or an esky for chilled, frozen or hot food. Then take the food straight home
- Make sure your fridge temperature is below 5°C and keep your freezer at minus 15°C to minus 18°C. If in doubt, use a thermometer to check
- When unpacking the shopping don't overfill your fridge - having enough room inside for air circulation is important for effective cooling
- Keep raw meat, chicken and seafood chilled and covered and away from cooked food. Also store raw meats below other foods in the fridge
- If catering for a large crowd, a really great way to save space in your fridge for food is to keep drinks on ice or in an insulated cooler or esky
- Always wash your hands thoroughly before preparing food and after touching raw meat
- Remember to use separate tea towels - one to dry your hands and the other for the dishes
- Keep your salads, meat and seafood fresh and safe in the cooler or fridge until you are ready to cook or serve
- When preparing food, always remember to use different chopping boards for raw and cooked food or thoroughly wash them well between use

Monash Civic Centre

📍 293 Springvale Road, Glen Waverley 📞 9518 3555 🌐 www.monash.vic.gov.au

Monash Interpreter Service

普通话	4713 5001	Việt Ngữ	4713 5003	हिंदी	4713 5005	தமிழ்	4713 5010	தமிழ்	4713 5021
廣東話	4713 5002	Ελληνικά	4713 5004	Italiano	4713 5008	සිංහල	4713 5020	Other languages	4713 5000