

**Notice to all Exhibitors and Event Organisers
From Glasgow City Council**

**Regulation (EC) Nos. 852/2004
The Food Hygiene (Scotland) Regulations 2006
Food Safety Standards for Exhibitors**

The Regulations require all proprietors of food businesses and food handlers to observe good hygiene practices when preparing and serving food.

It is necessary, however, to ensure that facilities provided for this purpose are adequate and the following guidance is provided for your assistance in achieving this during your time at the SECC.

The Environmental Health Division of Land and Environmental Services, Glasgow City Council is required to ensure satisfactory standards of food safety are maintained and therefore your food stall will be subject to inspection at any time during the course of the event you are involved in.

In order to ensure you will meet the standards required you should read and meet **as appropriate** the following requirements.

1. Food Exhibitors

A documented Food Safety Management System (HACCP) will require to be in place.

Access to a double sink unit with an adequate supply of hot and cold water is required for washing equipment.

This can be by use of the central wash up areas if such facilities are provided by the event organisers or alternatively by the provision of a double sink unit with an adequate supply of hot and cold water at your stall.

If you intend to prepare food at your stall a food preparation sink is required unless if practicable and available central food preparation facilities are provided by the event organisers.

In any event an adequate means of keeping hands clean is required at each stall.

This would normally mean a washhand basin provided with a supply of hot and cold water or warm water and soap (preferably liquid soap via a dispenser) and adequate means of drying hands (paper towels or hand dryers are acceptable but a common hand towel is not acceptable) and a nailbrush.

The stall should also be equipped with:

- a) smooth, impervious surfaces capable of being easily cleaned;
2. b) first aid box with adequate contents and specifically blue coloured plasters; (NB Burns should only be treated by seeking immediate medical assistance from the SECC Medical Centre).
- c) adequate refuse bins with closely fitting lids to ensure proper storage of refuse;
- d) a suitable bactericidal agent for washing equipment if this is to be done at the stall;
- e) suitable, clean protective clothing for all staff engaged in food handling;
- f) appropriate means of handling foods i.e. tongs or similar where the food is not wrapped;

Food to be served to customers must meet the following requirements.

- a) all hot food must be kept above 63°C;

- b) all cold food considered to be high risk e.g. dairy foods should be kept under refrigeration at a temperature not exceeding 5⁰C
- c) all frozen food to be stored with the freezer operating at not less than -18⁰C;
- d) a probe thermometer to be provided and temperature of food recorded regularly;

3. **Exemption from Provision of Sinks**

This will apply where:

There is no cooking at the food stall or food preparation or handling of high risk foods, food are dispensed in disposable containers and no food contact equipment or utensils etc. are utilised.

4. **Exemption from Provision of a Washhand Basin**

This will apply where:

Food is prepacked and no handling of open food occurs.

5. **Central Wash Up Area**

If such facilities are to be made available to exhibitors they should be provided to the following standards:

- a) the wash up area must be constructed so as to be physically separate from the rest of the event;
- b) the walls and floor surfaces must be smooth, impervious and easily cleaned;
- c) a double sink unit with double drainer and adequate supply of hot and cold water and bactericidal agent;
- d) a washhand basin with an adequate supply of hot and cold water or warm water at an appropriately controlled temperature plus nailbrush, paper towels for hand dryers and bactericidal liquid soap in an appropriate dispenser;
- e) a trolley for the purpose of conveying equipment to be washed to and from the wash up area;
- f) a stand cleaning service to be available on request of exhibitors.

Should you require further information or clarification of any of the above guidance notes the contact details are noted below.

The Department's address is:

**Glasgow City Council
Land and Environmental Services
Environmental Health
231 George Street
Glasgow G1 1RX**

Contact Details are:

E.mail: food.safety@eps.glasgow.gov.uk

Telephone – 0141 287 0263.