**Pre-Show Reminder for Food and Drink Traders**

Hello everyone, please see below which should hopefully be a useful, non-exhaustive, reminder list of items to bring for the forthcoming show! Please note this includes the requirements for both food and drink sampling.

**Low-Risk**

Serving pre-packed, ambient foods e.g. crisps, drinks, chocolate, snack bars, single-serving cakes, and products portioned off-site.

|  |  |
| --- | --- |
| **Items to remember** | **Tick** |
| Sanitising hand wipes or anti-bacterial hand gel |  |
| Food safe disinfectant and/or sanitiser meeting BS EN: 1276/BS EN: 13697 |  |
| Allergen information for all foods/drinks being sampled (Cross contamination should be considered) |  |
| If samples are to be given sealed, please ensure full labelling is present for ingredients and allergens  |  |
| Staff should be trained in food hygiene e.g. Level 2 or above or alternatively briefed on the essentials for their role e.g. Hand washing, allergens, cleaning, food storage requirements, pests, sickness procedures (including staying off work until 48 hours symptom free), control of raw/ready to eat foods, temperature control etc. We recommend this is documented and signed |  |
| Documentation – HACCP, Training certificates etc… Available in hard copy or on phone/computer |  |

**Medium-Risk**

Handling and portioning of ready to eat foods requiring heating up or portioning on stand e.g. pre-packaged sauces, tinned ingredients, ready to eat foods including ice cream/sorbet, reheated soups and cheese.

|  |  |
| --- | --- |
| **Items to remember**  | **Tick** |
| Dedicated hand-wash basin with adequate supply of hot water, liquid soap and hand drying facilities. This should be set up before any food preparation begins |  |
| Dedicated wash-up sink if utensils are to be washed on stand each day |  |
| Disposable or sufficient quantities of utensils, if they are to be washed off-site each day |  |
| Digital probe thermometer with probe wipes |  |
| Temperature recording sheets for any fridge/freezer/cooking/hot holding temperatures |  |
| Food safe disinfectant and/or sanitiser meeting BS EN: 1276/BS EN: 13697 |  |
| Allergen information for all foods/drinks being sampled including any sauces or condiments and cooking oils. (Cross contamination should be considered) |  |
| Staff should be trained in food hygiene e.g. Level 2 or above or alternatively briefed on the essentials for their role e.g. Hand washing, allergens, cleaning, food storage requirements, pests, sickness procedures (including staying off work until 48 hours symptom free), control of raw/ready to eat foods, temperature control etc. We recommend this is documented and signed |  |
| Documentation – HACCP, Food Hygiene Training certificates etc… Available in hard copy or on phone/computer |  |

**High-Risk**

Cooking with raw ingredients or altering the food’s properties with temperature e.g. rice, fish, shellfish, eggs, meat (including burgers and sausages), poultry, plant-based foods, pulses, grains and sushi.

|  |  |
| --- | --- |
| **Items to remember**  | **Tick** |
| Dedicated hand-wash basin with adequate supply of hot water, liquid soap and hand drying facilities. This should be set up before any food preparation begins |  |
| Dedicated wash-up sink if utensils are to be washed on the stand each day |  |
| Disposable or sufficient quantities of utensils, if they are to be washed off-site each day |  |
| Separate, dedicated utensils for raw and cooked products including tongs and chopping boards  |  |
| Separate sink for food washing/preparation, if not pre-prepared |  |
| Digital probe thermometer (calibrated) with probe wipes |  |
| Temperature recording sheets for any fridge/freezer/cooking/hot holding temperatures |  |
| Sufficient storage to ensure that any raw/ready to eat products can be safely stored without contamination e.g. raw below ready to eat |  |
| Food safe disinfectant and/or sanitiser meeting BS EN: 1276/BS EN: 13697  |  |
| Allergen information for all foods/drinks being sampled including any sauces or condiments and cooking oils. (Cross contamination should be considered) |  |
| Staff should be trained in food hygiene e.g. Level 2 or above or alternatively briefed on the essentials for their role e.g. Hand washing, allergens, cleaning, food storage requirements, pests, sickness procedures (including staying off work until 48 hours symptom free), control of raw/ready to eat foods, temperature control etc. We recommend this be documented and signed |  |
| Documentation – HACCP, Training certificates etc… Available in hard copy or on phone/computer |  |