



# Food Safety Guidance for Market Traders and Mobile Food Vendors/Caterers

## Introduction

This information has been prepared by local authorities in Dorset to help you understand clearly how you can meet the food safety laws that apply to food stalls and mobile catering units. This will ensure that the food you supply is safe to eat.

Food poisoning can be very serious, particularly for the young and the elderly. Food poisoning bacteria such as *Listeria* and *E.coli* can cause severe illness. In some cases it can result in long-term health problems and even prove fatal.

The guidance also provides important food standards and health & safety information. Please be aware that individual markets may have other requirements in addition to those detailed here so it is advisable to check with the market or event organiser.

## FOOD SAFETY

### Registration

Mobile vehicles and stalls must register as a food business with the local authority where the vehicle/stall and/or the stocks of food to be sold are ordinarily kept. If this is different from your home address and you are also preparing and/or storing foods for the business at your house, you will also need to register your home address as a food premises with the local authority where you live.

Registration is free of charge. Some businesses may require 'approval' instead of registration. Contact your local authority for advice on registering and whether approval applies to your business.

### Training

All food handlers must be trained or supervised to an appropriate level, depending on the type of food handled. The following hygiene rules apply to all market traders:

- Wear clean protective clothing.
- Always wash your hands thoroughly before handling food, after using the toilet, after handling raw food or waste, and after every break.
- If you have a skin, nose or throat problem or an infected wound, do not handle unwrapped food.
- If you have a stomach upset, do not handle food for at least 48hrs after you are free of symptoms.
- Ensure that cuts, spots or sores are covered with a brightly coloured waterproof plaster.
- Do not smoke, eat or drink where open food is handled.
- Clean as you go - keep all equipment and surfaces clean and disinfected.
- Avoid unnecessary handling of food.

If your business involves the handling of high-risk foods, such as meat products, dairy products, fish or shellfish, it is strongly advised that you obtain the equivalent of the CIEH Level 2 Award in Food Safety.

For further information on the level of training or instruction required and details of suitable courses please contact your local authority.

### **Food safety management system**

A documented Food Safety Management system (also known as Hazard Analysis or HACCP) is a legal requirement and an essential part of ensuring food safety. You need to consider in detail how you prepare and handle foodstuffs from purchase of ingredients to serving customers, identify what food safety hazards exist at each stage and put appropriate controls/procedures in place to prevent these hazards.

If you are selling only low risk foods this will be a simple exercise; this guidance provides information on the key issues you need to consider.

For businesses preparing and/or selling high-risk foods, the Food Standards Agency (FSA) has produced a pack entitled '**Safer Food, Better Business**' to help you comply. Local authorities have an allocation of the 'SFBB for caterers' pack for new businesses so you should contact your local authority to request one, subject to availability. Alternatively, you can download a copy of the [pack](#) from the FSA website. There are different versions to cover catering, retail and Chinese and Indian cuisines. You will need to select the pack most appropriate for your business and use it in conjunction with this guidance.

### **Safe temperatures**

If your business involves preparation, handling or storage of high-risk foods, effective temperature control is one of the most important safeguards for controlling the growth of food poisoning organisms and preventing food poisoning.

High risk foods are those that can support the growth of bacteria, including food poisoning bacteria. They include: soft or semi-hard cheeses; most other dairy products; foods containing cooked meat/poultry/fish/eggs and cooked vegetable products (including rice); prepared ready-to-eat vegetables and prepared salads containing mayonnaise or coleslaw; most smoked or cured meat; and fish and shellfish.

- **Chilled foods:** high-risk and vacuum packed foods must be kept at or below **8°C**, preferably below **5°C**, during storage, transport and display for sale. It is also good practice to keep raw meats and raw meat products below **5°C**. This can be achieved using refrigerated vehicles and refrigerated display units or suitable insulated containers with sufficient ice packs. Raw fish should be displayed under ice which should be regularly topped up.
- **Cooking food:** meats/poultry and products containing these must be thoroughly cooked to at least **75°C**. A food probe thermometer can be used to confirm this - disinfect between uses.
- **Hot holding:** high-risk foods held hot for service after cooking must be kept at a temperature at or above **63°C**.
- **Frozen food:** the recommended operating temperature for freezers is between **-18°C** and **-21°C**.

- **Exemptions:** different rules apply for some cooked bakery products e.g. sausage rolls and fully encased meat pies, but only in specific circumstances; please check with Environmental Health at your local authority for clarification.

Regular temperature checks are imperative to ensure that foods are being kept at safe temperatures. You will need a suitable thermometer(s) and food safe probe wipes. You should keep a record of your temperature checks as you will need to provide evidence of correct temperature control.

The law allows for a **one-off period of up to a maximum of 4 hours** during which high-risk foods can be displayed for sale unrefrigerated. If the food is to be kept for future sale, it must be chilled below 8 °C within the 4 hour period (difficult to achieve in practice) or be thrown away. **The food must not be displayed again at a temperature above 8 °C.** **Hot food** can be displayed for sale at a temperature below 63 °C for a **single period of up to 2 hours.**

It is, however, much safer to keep high-risk foods at safe temperatures at all times. If you do choose to display high risk foods out of proper temperature control **you must have a system in place and be able to demonstrate clearly that the permitted display times have not been exceeded.**

## **Washing facilities – hand and equipment**

Effective hand and equipment washing is essential where open foods are handled to prevent food becoming contaminated with bacteria that can cause illness. Where open foods are sold the law requires that:

- Suitable and sufficient hand wash facilities must be provided for use by food handlers. Supplies of soap and hygienic hand drying facilities must be available.
- Suitable facilities must also be provided for cleaning utensils and equipment and, where relevant, washing of food.
- An adequate supply of hot and cold (or suitably mixed) water must be provided.

The actual facilities required depends on the food safety risk involved in the type and range of foods you are providing. The use of purpose designed units connected to supplies of running water is, however, encouraged as best practice. **More detailed information on the type of washing facilities acceptable for different types of food stalls/vehicles is provided at the end of this document.**

## **Water supply**

Water used for food preparation and hand and equipment cleaning must be obtained from a safe drinking water supply. Where containers are used for storage, they should be appropriately labelled and regularly rinsed and sanitised with a suitable chlorine based sterilant e.g. Milton solution.

## **Cleaning**

Supplies of a suitable detergent and food grade disinfectant or sanitising agent should be used for the regular cleaning and disinfection of equipment and work surfaces. If you handle raw and ready-to-eat foods you must use a disinfectant that meets the British Standards BS EN 1276:1997 or BS EN 13697:2001. Hazardous substances, including certain cleaning materials, must be used and stored in a safe manner.

## **Transportation**

Food transported to a market must be wrapped, covered or placed in suitable containers to prevent contamination. Vehicles and containers should be kept clean and in good repair. If the vehicle is used for other purposes, it should be thoroughly cleaned before use. High-risk foods must be kept at a safe temperature.

## **Construction**

- All food stalls, mobile vehicles and food equipment must be of sound construction enabling effective cleaning. Choose ceiling, wall and floor finishes that are smooth, hard-wearing and washable. Floors should be non-slip.
- Surfaces used for preparing or displaying food must be smooth and impervious to allow them to be thoroughly cleaned and disinfected.
- In the case of stalls, a canopy, together with side and back screening, should be provided to minimise risk of contamination of food.
- Suitable ventilation and lighting should be provided as appropriate e.g. in catering vehicles.

## **Storage, display & service**

- Protect open foods from handling by the public and environmental contamination. No foods should be placed directly onto the floor - it is best to keep all unwrapped food off the ground by at least 45cm.
- Store and display raw and ready-to-eat foods separately to prevent cross-contamination.
- Clean down surfaces regularly with a clean (preferably disposable) cloth, using a suitable detergent and food grade disinfectant, or sanitising agent, and clean water. Ensure that equipment is thoroughly cleaned.
- Avoid directly handling unwrapped foods when serving customers. Spoons, tongs, plastic wrapping or disposable gloves can be used to prevent hands from coming into direct contact with food.
- Wash hands frequently.
- Keep high-risk foods at safe temperatures.
- Check dates on all food - do not sell beyond 'Use By' dates.

## **Refuse**

Provide a bin for food waste and other rubbish. Waste water must be collected in a suitable container, clearly labelled as waste, for disposal in a foul drain (not in a road gully).

## **Free samples**

The law considers free samples as a sale regardless of no money being exchanged. Samples must be produced and handled hygienically and should be protected from contamination. Cocktail sticks or tongs help to stop customers from handling other samples. Most importantly, keep foods at safe temperatures and don't leave high risk foods out of chill control for long periods (good practice is no longer than one hour), so keep quantities to a minimum and throw out uneaten food.

## Manufacturing food at home for sale from your market stall

This covers everything from low risk foods, such as jams and cakes, to high risk frozen and chilled meals and meat products. Special rules and regulations apply to some of these foods, particularly when making meat, fish and dairy products. Before starting out, it is essential that you contact your local Environmental Health and Trading Standards departments for specific advice to ensure that you are trading safely and legally.

## Selling farm-produced meat

Many aspects of the sale of meat have their own sets of rules and regulations. It is a complicated area of the law and needs explaining in more depth than can be provided in this guidance. Please contact Environmental Health at your local authority for specific advice.

# FOOD STANDARDS

The following is a simplified guide to food standards legislation. Please contact your local Trading Standards office for further information and advice.

## Food labelling

### a) Products sold loose or pre-packed for direct sale

If you sell products which are loose or which you have pre-packed yourself and are trading from a stall under your own name, you are likely to be exempt from the full food labelling requirements. You will still need to label the product with:

- **Name of the food:** this must be sufficiently precise to inform the customer what it is.
- **Quantitative ingredients declaration:** if you sell any meat products, you will be required to indicate the percentage of meat ingredients in the product.
- **Claims:** there are strict requirements in relation to claims you can make about the products or any of the ingredients. Should you wish to use any specific terms, such as organic, fresh, natural, authentic, traditional, pure and other similar claims, you should contact Trading Standards for advice.
- **Allergenic ingredients:** the Food Information for Consumers Regulations 2011 require anyone selling food that is loose or that they have pre-packed themselves, to provide their customers with information on the allergenic ingredients they contain. The 14 listed allergens are:

- |                                 |             |                        |
|---------------------------------|-------------|------------------------|
| 1. Celery                       | 6. Lupin    | 12. Sesame Seeds       |
| 2. Cereals containing<br>gluten | 7. Milk     | 13. Soya               |
| 3. Crustaceans                  | 8. Molluscs | 14. Sulphur<br>dioxide |
| 4. Eggs                         | 9. Mustard  |                        |
| 5. Fish                         | 10. Nuts    |                        |
|                                 | 11. Peanuts |                        |

The FSA has issued guidance on how you can provide this information for [loose](#) foods and for [pre-packed](#) foods.

### b) Fully pre-packed products

If you sell pre-packed products which you have not manufactured and packed yourself, these will need to comply with full labelling requirements. The necessary labelling should have been applied by the manufacturer/packer of the pre-packed foods and, in addition to the above, will include further information on specific allergenic ingredients, an indication of

appropriate durability (i.e. Use By or Best Before), storage conditions, instructions for use and details of the manufacturer/packer.

## **Weights and measures**

You are not permitted to use household scales to determine the net weight of products which are sold by weight. You must use scales which have been approved as fit for trade use and which are suitable for your purposes. If you are not sure if the scales you are using are suitable, Trading Standards will be able to advise you.

If selling goods loose from bulk, you must indicate to the consumer the exact metric weight of the product that they are buying. Some products may be sold by number and/or weight. You should contact your local Trading Standards if you have any queries.

## **Prices**

Prices must be clearly displayed, either per item or per kilogram, litre, square metre or metre as appropriate. If in addition you wish to give the price in pounds and ounces, this should not be displayed more prominently than the metric price. The price can be displayed as a list at the stall or shown directly on the product.

## **Business names**

It is a legal requirement to clearly display to customers, the full business name and address of the owners of the stall.

# **HEALTH & SAFETY**

The following information highlights some of the Health & Safety hazards associated with mobile catering vehicles and examples of the precautionary measures which should be taken to prevent accidents. This is not an exhaustive list and can vary according to your own particular type of operation.

## **Liquified petroleum gas (LPG)**

### **Hazards**

Once mixed with air in small quantities LPG can become highly explosive. If there is a leak in a confined space, there may also be a risk of asphyxiation. LPG is heavier than air and will sink to the floor of a mobile unit and could therefore be undetected so floor level venting is essential.

### **Managing the risk**

- Gas appliances including pipework should be installed and regularly serviced and maintained by a competent person (Gas Safe registered for LPG). A current Gas Safety Certificate is required.
- Cylinders should be fitted with automatic cut-off valves and be protected from tampering.
- Cylinders must be stored upright so that they cannot fall, and be positioned away from heat and ignition sources.
- Gas storage compartments in trailers must have half an hour fire protection between the gas compartment and the inside of the unit. Access must be from the outside of the unit and there should be adequate ventilation at high and low levels. The cylinder must be secured in an upright position and be securely fastened during transit.

- All pipes and fittings should be to the correct British Standard for LPG and kept as short as possible with appropriate crimp or compression fittings (not slip-on fittings).
- All pipes should be protected from abrasion or mechanical damage (armoured if subject to temperatures over 50°C)
- Flexible piping must be checked regularly and replaced if damaged or worn.
- All gas appliances must be fitted with a flame failure device and be adequately ventilated.
- All fryers should be fitted with an automatic high temperature-limiting device (operates at a fat temperature of 250°C or lower).
- Suitable signs indicating '**Caution – LPG**' and '**Highly Flammable**' should be displayed.
- People who change the cylinders should be properly trained and a safety notice on how to connect and disconnect LPG bottles should be displayed in the gas compartment.
- Cylinder valves and gas appliances must be turned off when not in use.

## **Electrical safety**

### **Hazards**

Unsuitable and/or poorly maintained generators, fittings and cabling can cause fire or electric shock. Trailing cables can cause a tripping hazard.

### **Managing the risk**

- Ensure that your electrical system and appliances are properly maintained.
- Use a qualified electrical contractor to carry out repairs and to regularly check the safety of the entire system.
- Appliances must be protected by a suitable Residual Current Device(s) (RCD).
- Cables, plugs and sockets used externally must be designed for this purpose.
- Cables must not be a tripping hazard and should be protected from accidental damage.
- Take care with portable generators. Precautions depend on the type of generator, but include earthing, equipotential bonding and adequate protection and insulation of cables. Generators need to be protected from inclement weather but have good ventilation at all times. They should be sited away from the public and/or in a protective cage on a hard standing or firm ground.

## **Fire safety**

### **Hazards**

Fire can be caused by electrical faults, unsafe use of LPG and hot fat or grease.

### **Managing the risk**

- Properly maintain all LPG, electrical and cooking equipment.
- Structures, curtains and drapes should be treated with a flame retardant.
- Generators should be sited away from gas supplies and other flammable materials.
- Fuel must be stored in closed approved containers. Quantities should be kept to a minimum. It is recommended to use diesel rather than petrol because it is less flammable and to reduce the amount of fuel storage needed. Fuel should not be added when a generator is running.
- Appropriate fire extinguishers must be provided and checked every 12 months:
  - a) Stalls cooking food - 4kg dry powder or four litres of foam. Also a suitable fire blanket if deep fat frying is taking place.
  - b) Stalls with generators/electrical equipment – 4kg dry powder or Carbon Dioxide CO<sub>2</sub>

- Do not light cooking equipment until the vehicle is stationary.
- Make sure everybody knows what to do in an emergency.
- The exit from the stall/mobile should be kept free from obstruction.

## **Fumes**

### **Hazards**

In a confined space there is the risk of asphyxiation from the inadvertent release of gas and from combustion products. There is also a risk of toxic fumes from chemical spillages.

### **Managing the risk**

- Ensure that the vehicle is well ventilated at high and low level.
- Do not obstruct vents with equipment.
- Ensure that the towing vehicle or portable generators are placed so as to prevent exhaust fumes from being drawn into the workspace.
- Provide extraction canopies over fryers.

## **Scalding/burning**

### **Hazards**

There is increased risk of scalding and burning from the use of deep fat fryers and handling of hot fat and liquids in a confined area.

### **Managing the risk**

- Deep fat fryers and other equipment for holding hot liquid e.g. urns, should be properly secured and maintained.
- Make sure that spillages are cleaned from the floor to prevent slips and trips. Serious burn injuries have been sustained by persons slipping on floors and in reaching out to save themselves they have pulled scalding hot oil/water over themselves.

## **First aid**

A first aid kit must be provided. Blue coloured waterproof plasters must be provided for food handlers.

## **ADDITIONAL INFORMATION**

### **Street trading**

Restrictions exist in most areas regarding areas in which street trading can take place. Please contact the local authority for the area where you are seeking to trade for further information.

### **Checklist**

A checklist is provided with this pack to help you ensure that you have covered all the key areas included in this guidance.

	Type of Food Stall/Vehicle	Washing Facilities Required for		Acceptable Facilities	Additional Good Practice
		Hand Washing	Utensils & Equipment		
1	Catering Vehicle / Stall preparing high risk foods	✓	✓	<ul style="list-style-type: none"> <li>Separate sink for equipment, and basin for hand washing.</li> <li>INSTANT supply of hot &amp; cold water, or hot water at a suitable temperature (hot water from a thermos/kettle is <b>not</b> acceptable).</li> <li>Soap and hygienic hand drying facilities e.g. paper towels.</li> <li>A supply of cold drinking water if foods are washed on-site.</li> <li>Suitable detergent &amp; food grade disinfectant or sanitising agent.</li> <li>Suitable provision for storage and disposal of waste water.</li> </ul>	<ul style="list-style-type: none"> <li>Provision of anti-bacterial soap and hand gel.</li> <li>Provision of anti-bacterial wipes.</li> </ul>
2	Retail of open high risk foods  (including minimal cooking of meats/meat products as samples)	✓	✓	<ul style="list-style-type: none"> <li>Separate bowls for hand and equipment washing.</li> <li>Supply of hot and cold water at a suitable temperature (hot water from a large capacity thermos flask may be acceptable – <b>check with local authority that registered the business</b>).</li> <li>Soap and hygienic hand drying facilities e.g. paper towels.</li> <li>A supply of cold drinking water if foods are washed on-site.</li> <li>Suitable detergent &amp; food grade disinfectant or sanitising agent.</li> <li>Suitable provision for storage and disposal of waste water.</li> </ul>	<ul style="list-style-type: none"> <li>Provision of running hot water (from a piped supply or portable unit).</li> <li>Provision of anti-bacterial soap and hand gel.</li> <li>Provision of anti-bacterial wipes.</li> <li>Additional supply of clean equipment to allow soiled utensils to be regularly replaced.</li> </ul>
3	Retail of open high risk foods in small quantities only and no raw foods handled e.g. minimal portioning of cheese	✓	✓	<ul style="list-style-type: none"> <li>Anti-bacterial hand gel &amp; anti-bacterial wipes may be permitted in place of the full facilities detailed in 2 (<b>check with local authority that registered the business</b>).</li> <li>Additional supply of clean equipment to allow soiled utensils to be regularly replaced.</li> </ul>	
4	Retail of open raw meats, raw meat products and raw fish	✓	✓	<ul style="list-style-type: none"> <li>Full facilities as detailed in 2.</li> </ul>	<ul style="list-style-type: none"> <li>As detailed in 2.</li> </ul>
5	Retail of open low risk foods only e.g. bread, confectionary, vegetable stalls	✓	✓	<ul style="list-style-type: none"> <li>Anti-bacterial hand gel &amp; anti-bacterial wipes may be permitted in place of the full facilities detailed in 2 (<b>check with local authority that registered the business</b>).</li> <li>Additional supply of clean equipment to allow soiled utensils to be regularly replaced (where applicable).</li> </ul> <p><b>NB:</b> Full facilities <b>will</b> be required as detailed in 2 where prepared fruit/vegetables are sold, and/or portioning is carried out alongside handling of unprepared fruit &amp; vegetables. This is because of the risk of cross contamination with soil pathogens such as E. coli</p>	
6	Fully pre-packed foods only	✗	✗	N/A	<ul style="list-style-type: none"> <li>Provision of anti-bacterial hand gel</li> <li>Provision of anti-bacterial wipes</li> </ul>

## Regulatory Standard Requirements: Checklist for Mobile Food Vendors

### Part A: Food Safety

	<b>Action Required</b>	<b>Completed (✓)</b>	<b>Date Completed</b>	<b>Notes/Comments</b>
1	Register my business			
2	Training of all food handlers			
3	Storage of all foods at a safe temperature			
4	All foods cooked to a safe temperature			
5	All food hot-held to a safe temperature			
6	Provision of effective means of hand washing			
7	Provision of effective means to wash food			
8	Provision of effective means to wash equipment			
9	Stored food protected from contamination			
10	Food in transit protected from contamination			
11	Food on display protected from contamination			
12	All equipment easily cleanable			
13	Staff who are ill prevented from handling food			
14	Checks made on food durability dates			
15	Use of reputable suppliers			
16	Records kept of all foods supplied			
17	Use of written food safety system (e.g. SFBB)			
18	Expert advice sought on hygiene issues when required			

## Part B: Food Standards

Action Required		Completed (✓)	Date Completed	Notes/Comments
1	Check all food labelling is correct			
2	Ensure all claims made about the business are accurate			
3	Be aware of allergens in products			
4	Use of scales which are accurate, fit-for-purpose and stamped			
5	Products sold by exact metric weight or unit			
6	Metric or unit prices are clearly displayed			
7	Business name is clearly displayed			

## Part C: Health and Safety

Action Required		Completed (✓)	Date Completed	Notes/Comments
1	Safe storage of LPG including adequate ventilation			
2	Safe working practice for all cooking activities			
3	Electrics are safe (including mobile generators)			
4	Risk of scalding assessed			
5	Slip & trip hazards assessed			
6	Sharp implement hazards assessed			
7	Chemical cleaning hazards assessed			
8	Provision of basic first aid kit			
9	Basic H&S instruction given to all staff			
10	Awareness of accident reporting duties			
11	Written risk assessment provided (where there are 5 or more employees in total at all sites)			

## Part D: Fire Risk Assessment

Name of Unit or Stall

Contact No. on site

Location on site

**In order to comply with the Regulatory Reform (Fire Safety) Order 2005, you MUST complete a Fire Risk Assessment of your stall or unit. The Risk Assessment needs to identify the fire hazards and persons at risk. You must endeavour to remove or reduce these risks and protect people from fire.**

**Failure to comply with this requirement will result in you being removed from the site.**

**You must be able to answer YES to the following questions.**

**This signed and completed form must be made available for inspection by the Fire and Rescue Service / Event Organiser / Council Officers at all times.**

- |   |   |     |    |
|---|---|-----|----|
| 1. Are adequate exits provided for the numbers of persons within the unit or stall?<br>(Are your staff & customers able to evacuate easily if the normal exit is blocked?)                                      | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 2. Where necessary, are there sufficient directional signs indicating the appropriate escape route and do they comply with current regulations?   | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 3. Are the exits maintained available, unobstructed, and unlocked at all times the premises are in use?   | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 4. If you intend to trade during the hours of darkness, do you have sufficient lighting inside and outside your unit?   | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 5. If the normal lighting failed would the occupants be able to make a safe exit?<br>(Consider back up lighting such as torches)  | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 6. Do you have an adequate number of fire extinguishers/fire blankets available in prominent positions and easily available for use?  | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 7. Has the fire-fighting equipment been tested within the last 12 months?   | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 8. Have your staff been instructed on how to operate the fire-fighting equipment provided?  | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 9. Have your staff been made aware of what to do should an incident occur, how to raise the alarm, evacuate the unit, and the exit locations?   | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 10. Have you identified combustible materials that could promote fire spread beyond the point of ignition such as paper/cardboard, bottled LPG etc. and reduced the risk of them being involved in an incident? | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 11. Have you identified all ignition sources and ensured that they are kept away from all flammable materials?  | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 12. Are the structure, roofing, walls and fittings of your stall or unit flame retardant?   | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |
| 13. If any staff sleep in the stall is there a working smoke detector and a clear exit route at night?  | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table> | Yes | No |
| Yes   | No  |     |    |

**Note: Persons should not be allowed to sleep within a high risk area.**



## Useful Contacts

 <p>Christchurch and East Dorset Councils delivering services together</p>	<p>Christchurch and East Dorset Councils <b>01202 795185</b> <a href="mailto:publichealth@christchurchandeastdorset.gov.uk">publichealth@christchurchandeastdorset.gov.uk</a></p>
	<p>North Dorset District Council <b>01258 454111</b> <a href="mailto:envlicens@north-dorset.gov.uk">envlicens@north-dorset.gov.uk</a></p>
	<p>Purbeck District Council <b>01929 556561</b> <a href="mailto:publichealth@purbeck-dc.gov.uk">publichealth@purbeck-dc.gov.uk</a></p>
	<p>West Dorset District Council <b>01305 251010</b> <a href="mailto:env.health@westdorset-weymouth.gov.uk">env.health@westdorset-weymouth.gov.uk</a></p>
	<p>Weymouth &amp; Portland Borough Council <b>01305 838432</b> <a href="mailto:e4@westdorset-weymouth.gov.uk">e4@westdorset-weymouth.gov.uk</a></p>
	<p>Borough of Poole (Environmental Health &amp; Trading Standards) <b>01202 261700</b> <a href="mailto:environment@poole.gov.uk">environment@poole.gov.uk</a></p>
	<p>Bournemouth Borough Council (Environmental Health &amp; Trading Standards) <b>01202 451451</b> <a href="mailto:foodandhealthandsafety@bournemouth.gov.uk">foodandhealthandsafety@bournemouth.gov.uk</a> <b>01202 451400</b> <a href="mailto:trading.standards@bournemouth.gov.uk">trading.standards@bournemouth.gov.uk</a></p>
	<p>Dorset County Council Trading Standards Service <b>01305 224702 (Business Advice Line)</b> <a href="mailto:tradingstandards@dorsetcc.gov.uk">tradingstandards@dorsetcc.gov.uk</a></p>

This document has been produced by Dorset Food Authorities.  
The Fire Risk Assessment is from a template supplied by London Fire Brigade.

Version 1: June 2015