

STOKE-ON-TRENT SOUTH u3a

Food Handling and Preparation Policy / Procedure.

Any issues arising from the provision of food during a branch activity are covered by the liability insurance arranged by the Third Age Trust. We would like to avoid any such issues which may result in reputational damage to the branch. Consequently, the committee has authorised the following guidelines based on advice provided by the Foods Standards Agency.

This document will be made available to all members involved in the provision of food at any of our events.

It is an obligation that food supplied, sold or provided at charity or community events, complies with food law and is safe to eat. We do not, however, need a food hygiene certificate.

Keeping Food Safe

We will follow the 4Cs of food hygiene that will help us to prepare, make and store food safely. These are:

1. Cleaning

Effective cleaning removes bacteria on hands, equipment and surfaces. This helps to stop harmful bacteria and viruses from spreading onto food.

2. Chilling

Chilling food properly helps stop harmful bacteria from growing.

3. Cooking

Cooking food at the right temperature and for the correct length of time will ensure that any harmful bacteria are killed. Always check the advice on food packaging and follow the cooking instructions provided.

4. Avoiding cross-contamination

Bacterial cross-contamination is most likely to happen when raw food touches or drips onto ready-to-eat food, utensils or surfaces.

Allergen Information

From 1st October 2021, new allergen labelling requirements were imposed. The allergen labelling law, sometimes called Natasha's Law, applies only to registered food businesses, i.e. no obligations are placed on the branch.

The Food Standards Agency does however recommend that the more information we can provide about allergens to members, the better it will be for them to make safe choices, particularly for those with allergies.

Food businesses need to tell customers if any food they provide contain any of the following fourteen allergens as an ingredient:

The fourteen allergens are:

1. **Celery.**
2. **Cereals containing gluten** (such as wheat, barley and oats).
3. **Crustaceans** (such as prawns, crabs and lobsters).
4. **Eggs.**
5. **Fish.**
6. **Lupin.**
7. **Milk.**
8. **Molluscs** (such as mussels and oysters).
9. **Mustard.**
10. **Peanuts.**
11. **Sesame.**
12. **Soybeans.**
13. **Sulphur dioxide and sulphites** (if the sulphur dioxide and sulphites are at a concentration of more than ten parts per million) and;
14. **Tree nuts** (such as almonds, hazelnuts, walnuts, brazil nuts, cashews, pecans, pistachios and macadamia nuts).

Two related documents have been prepared and subsequently authorised by the Committee (12th January 2023), and will be available for display/completion at each Monthly Meeting.

Document 1 – Allergen and Intolerance Sign. It will be placed on the food table.

Document 2 - The Allergen Chart will be completed by the u3a Catering Team for all dishes prepared.

Should anyone have an allergic reaction:

- **Don't move them.**
- **Ring 999 and ask for a paramedic.**