



Home-Based Food Businesses Checklist

If you are considering making food from home to sell to places such as cafes, markets, or other retail outlets, then you need to be aware of the rules set out in the Food Act 2001. The rules called Food Safety Standards are in place to ensure food businesses only sell safe and suitable food.

You will need to contact the Environmental Health Officer (EHO) at the District Council of Loxton Waikerie before you begin your food business. The EHO will arrange a time to visit your property to ensure your food preparation areas meet the Food Safety Standards and that you have the correct design requirements and equipment.

The following checklist is designed to assist you in developing your home-based food business. Review your food preparation area to ensure it has the following:

<input type="checkbox"/>	A dedicated hand washing sink with soap and paper towel
<input type="checkbox"/>	A dishwasher or double bowl sink
<input type="checkbox"/>	Dedicated equipment and tools used only in activities relating to your food business
<input type="checkbox"/>	Separate fridge to store potentially hazardous food and equipment
<input type="checkbox"/>	Dedicated cupboard space to store food and equipment
<input type="checkbox"/>	A digital probe-type thermometer that can measure the internal temperatures of food $\pm 1^{\circ}$
<input type="checkbox"/>	Is in an area free from pests, children, pets, and smoking
<input type="checkbox"/>	Is not exposed to possible contaminants from adjacent rooms (i.e., toilets)
<input type="checkbox"/>	Use reputable businesses to obtain your food supplies
<input type="checkbox"/>	Ensure food is transported under temperature control in a vehicle that is free from pets and smoking
<input type="checkbox"/>	The food used in activities relating to the food business must not be used for other purposes
<input type="checkbox"/>	Develop labels in accordance with the labelling requirements within the Food Safety Standards if your product is to be packaged
<input type="checkbox"/>	Develop a food recall plan if your product is being supplied to other food businesses
<input type="checkbox"/>	Notify Council of your home-based food businesses using the mandatory food business notification form that can be found under 'Food Safety' on Council's website

In addition, you also need to contact the Planning Officer at Council if your food business falls within the definition of a home activity as described in the Development Act 1993. Generally, a home activity occurs in an area greater than 30m² and employs more than one person who does not live at the premises.

Regular inspections of your property will take place once an EHO has assessed your proposed food business as complying with the Food Safety Standards. These inspections are at a charge and costs be found under 'Fees and Charges' on Council's website. To arrange an appointment for your property to be assessed, please contact Council's Environmental Health Officer on 8584 8000.

Information on Food Safety Standards can be obtained here www.foodstandards.gov.au