# CHAPTER 3

# Food Safety & Hygiene

#### Introduction

Effective Food Control Services are required to promote a safe and honestly presented food supply and protect the consumer against food which are contaminated, decomposed or adulterated; which may be injurious to health; or which are deceptively packaged or labeled with false or misleading statements, or are otherwise fraudulent.

To be effective, a Food Control Service required basic Food Laws designed to protect consumers against health hazards and fraudulent practices, supplemented by appropriate regulations. For the effective implementation of legislation an infrastructure providing administrative, inspection and analytical services is essential.

Promotion of public education and consumer participation play a vital role in achieving goals of food safety.

The PHI plays an important role in Food Safety. As an Authorized Officer appointed under the provisions of the Food Act, he assists local authorities in the implementation of the Food Act; he is also responsible for creating consumer awareness through consumer education and promoting consumer participation, and advising the trade on technical matters connected with food safety. Therefore the PHI should acquire the necessary competence to carry out these functions efficiently.

Promotion of public education and consumer participation play a vital role in achieving goals of food safety. Some important aspects of the Food Act that are relevant to a PHI's work, the procedure to be followed when inspecting food handling establishments, and the records that should be maintained and the returns that should be submitted by the PHI in respect of inspections done by him, are dealt with in this section.

It's very important to give a feed back and necessary instructions to stakeholders.

#### 3.1 Inspection of Food Handling Establishments

Food inspection at the manufacturing, storage, sales and service levels forms an important part of a preventive public health strategy. Improperly prepared, packaged, stored or mishandled food is frequently a source or vehicle of food-borne illness (contamination). Adulterated, underweight, or mis-branded food also cheats the consumer and must therefore be stopped before widespread retail dispersion takes place. Inspection at the manufacturing level provides the best opportunity for preventing an unsatisfactory product from reaching the retailer, and thus being widely dispersed.

Carrying out food inspections at manufacturing level enables the inspector to follow through all steps of production. Such inspections tend to place the manufacturing personnel on alert, ensuring a quality product manufactured from acceptable raw materials in accordance with Good Manufacturing practice (GMP). This type of follow through inspection permits the selection of samples on a coherent basis as the inspector could evaluate conditions that could contribute to a product being unsafe, insanitary, or adulterated.

The techniques described in this manual should be taken in the context of the existing food control structure in Sri Lanka. It will not be possible to bring many establishments into compliance with regulations or to international standards immediately. The upgrading of general sanitary standards is essential. This should be commenced with reducing flies and insects, and improving sanitary food handling and storing methods. The more technological and expensive aspects could be introduced gradually.

# Preparing for the Inspection

#### Legal Authority

The **Food Act No. 26 of 1980, Section**, provides broad prohibitions against the manufacture, import, sale or distribution of a food that is adulterated, unfit for human consumption and manufactured under insanitary conditions. Section 14 gives the power of entry, to inspect, and take samples.

In preparing for an inspection, it is important that an inspector thoroughly familiarizes himself with applicable regulatory requirements. In carrying out inspections at the manufacturing, factory, and food service level, the regulations concerning preparation, storage and sale of food are especially important. The broad requirements found in section 2 of the Act plus the detailed regulations, form the legal base on which an

inspector must assess the compliance of a manufactory or a storage facility.

#### Carrying out the Inspection

Officers are advised to inform the plant Manager well in advance of the date of inspection and inquire whether this date is suitable. Then he should be well prepared for the inspection with relevant documents and equipment.

#### Initial contact at the plant or factory

In Carrying out an inspection, the public health inspector should contact the person in charge of the establishment in a dignified, cordial manner identifying himself as an authorized officer. Appropriate credentials should be presented upon request. The purpose of the visit or inspection should be explained to prevent any misunderstanding.

#### Use of statutory and Regulatory Authority

The Food Act, as noted above, provides extensive authority to prevent the sale of unsafe, adulterated, insanitary or misbranded food products.

These provisions and the regulations put a great deal of responsibility on the Food Inspector, and the authority must be used with considerable professionalism and judgment.

It is impossible to define in a purely quantitative or numerical manner when manufacturing plant is operating under insanitary conditions.

In carrying out factory inspections, the inspector must never lose sight of the basic goal of food inspection, which is to provide the consumer with a safe product, free from adulteration and economic fraud. The goal of an inspection program is not to initiate prosecutions. Prosecutions may result, but they should be considered as a last resort, when counseling has failed. There is a considerable responsibility on the part of the inspector to provide advice and counsel to food manufacturers. Then the food manufacturer would understand that the food inspector is a technical helper to him.

However, working with both large and small producers in the food industry, and explaining requirements, is generally far more cost effective than going to Court. Even if a prosecution is successful it is doubtful whether the offender will be motivated to comply with the Food Act. He will very likely view the Food Inspector as an enemy and offer little cooperation during the course of future inspections.

#### Factors to be considered when inspecting food factory or establishment

- Review and study findings of previous inspections
- Legal status of the company; Licensing, Business regulation etc.
- Estimation of the size or the status of the company, area of distribution, number of employees (number of employers should be noted for their occupational health needs)
- Environmental conditions and sanitation (conditions outside the plant relating to drainage, insects, rodents, other pests, and disposal of soiled and liquid waste)
- Raw materials used to produce the food
- Processing procedures with special attention to those steps where deviations could affect the quality and safety of the final product
- General sanitary conditions in the plant, including evidence of insects, rodents, birds or other pests.
- Personal hygiene and hygiene practices of plant personnel
- Source and safety of water used in processing; samples of water should be obtained frequently for necessary procedures
- General conditions of the factory with respect to construction, maintenance, lighting, safety measures, washrooms, and adequacy of precautions to prevent entry of pests

- Review of formulation of product, in comparison to labelling; special attention should be paid to food colours and preservatives. Use of textile and industrial (non food-grade) dyes may be encountered as well as the use of non-permitted preservatives such as formalin and boric acid
- Reuse of containers that may have been used to store or transport toxic material (e.g., pesticides)
- General review of labelling (date marking, etc.,) and food stands, for compliance with regulations
- Reasons for taking samples, based on the assessment of production and storage facilities
- Records on the above should be maintained

#### Inspection Approach

The Inspector should sit down with the Plant Manager or Technician and draw a flow chart (See annexure-1) of the process making inquiries regarding the Critical Control points (CCP) and what type of safeguards or sampling is done at these points. This will provide the inspector with a useful understanding when doing the tour of inspection.

A preliminary tour with the plant Manager is often useful to get an overall view of the process and procedures. This probably applies more to a larger complex plant than a cottage industry or food service operation.

It takes considerable experience for an inspector to become familiar with even the more common aspects of food processing and technology. The inspector should not be afraid to ask questions about how a machine operates, temperatures used, food additives used in processing and similar technical information. By asking intelligent questions, the inspector develops that base of knowledge and experience that cannot be acquired completely in classrooms or through reading books.

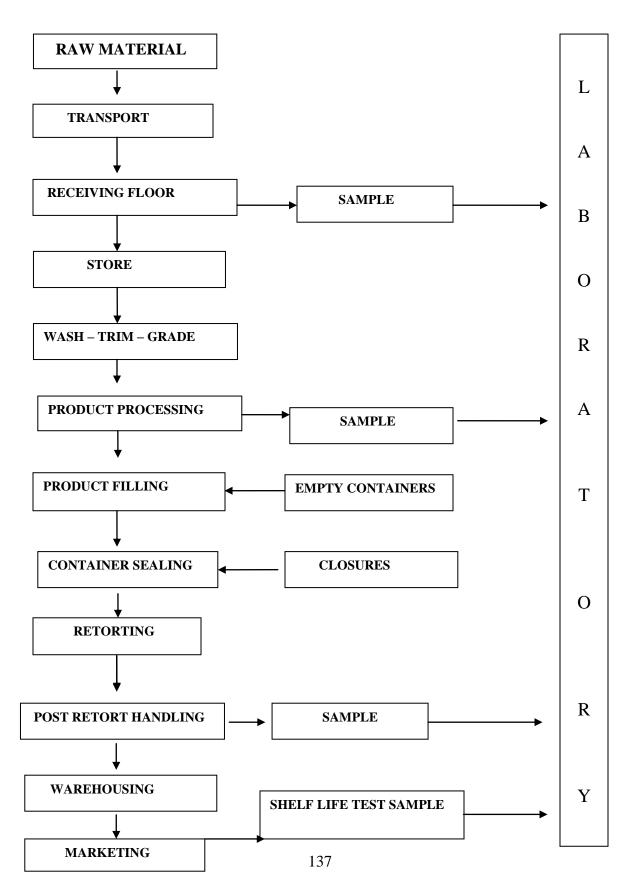
However, because a food inspector is in a privileged situation with respected to gathering information, he must treat such information as confidential and strictly for the use of the food control agency that requires such information to enforce the food Act and Regulations passed under the Act.

The inspector should also sketch out a rough floor plan of the operation to show the placement of equipment, storage areas, toilets, employee facilities, etc. Such a plan is very useful when making subsequent visits to determine if corrections have been made.

#### Report to plant owner or Manager following the Inspection

At the conclusion of an inspection it is usual for the inspector to discuss his findings with the plant owner or manager. These findings should be summarized into a form-style report that simply records unsatisfactory conditions. **FLOW CHART** 

(ANNEXURE-1)



A report to the Plant Manager on the lines set out in (annexure-2) should be prepared and the original sent to the Plant Manager. The duplicate should be clipped to the Form H-800 and filed. Further correspondence should also be attached as a record of action taken.

#### Significance of the Report sent to the plant owner

The written report to the plant owner is simply an advisory action or warning. It does not necessarily signify an intention to prosecute for a violation of the Food Act or regulations. If a plant is operating in the unsatisfactory range, and no improvement is seen as a result of counseling during the course of further inspection, then prosecution may be considered. It is vital for the inspector to retain complete notes in a bound notebook as several charges for insanitation or other violations could be laid, based on the findings of several inspections, including the initial inspection. It should be borne in mind that the Section 20 (1) (b) of the Food Act states that no action can be instituted for an offence under the Act or any regulation there under. When considering the strategy of prosecution, it is important that the PHI is in possession of reliable evidence (written and personal).

# 2. Inspection Records - Food Handling and Trades

- i. The inspection of food handling trades should not be restricted to inspections required in connection with recommendations for licensing by the local authorities, only. A rigid set of rules framed under the by-laws can be used as guidance. Some of these by-laws do not differentiate between a large and a small establishment. For example, the by-laws regarding restaurants cannot be applied to five star hotel, or to street vendors.
- ii. The inspector does not have a record of the inspection in his office after the licensing and inspections are over. Therefore a new officer will not know the position of the food handling trades in his area till he inspects them. This will take quite some time. Maintenance of the register of licensed trades in the area is very important
- iii. The advisory role of the inspector has not been emphasized. This is the most important aspect in ensuring safe food to the public. It will change the image of the inspector from that of a prosecutor to an advisory official whose advice, if followed, will prevent prosecutions. Manufacturerers and Traders will then have more cordial relations with the inspectors.
- iv. Inspections at the manufacturing and handling level provide the best opportunity of preventing an unsatisfactory product reaching a customer, and enables the Inspector to follow through all stages of production, and learn the various methods of food production. A standardized inspection recording system is necessary to evaluate progress and transfer information to the relevant authorities.
- v. In the past, more prosecutions meant better assessment of the PHI's work. But the current practice is to give as much weight to the advisory role too, and provision has been made in the Monthly Report, to enter corrections achieved through persuasion.

# Inspections and Recording [Inspection Rating form H- 800 (REV)]

The above matters have all been considered in the new Inspection Recording System. The Inspector is considered a person knowledgeable in food hygiene principles and trade methods, having adequate competence for judging a situation according to certain priorities.

#### Judging priorities

The following example will enable the PHI to make a proper assessment of different situations met with during inspection.

#### Example I

In a hotel

- i. Clean and safe equipments and utensils
- ii. Proper and safe handling of final food products
- iii. Fly proof storage
- iv. Hand washing facilities including detergents
- v. Facilities to ensure optimum standard of personal hygiene
- vi. Foot operated dust bins
- vii. Annual colour washing and painting
- viii. Safe drinking water
- ix. Safe water for washing utensils will gain high rating in the inspection

In a small tea kiosk or a street eating place, the same or a close rating could be obtained, if on inspection the following are found;

- i. Undamaged, clean equipment and utensils.
- ii. Facilities to ensure optimum standard of personal hygiene.
- iii. Storages of food in clean glass cupboards or fly proof cupboards.
- iv. Soap and water for hand washing.
- v. A closed dust bin (preferably foot operated) or clean box to deposit refuse
- vi. Colour washed, uncracked walls
- vii. Safe water for drinking and washing utensils

#### Example II

In a factory where fish or meat is processed, hygiene must be at a very high level. If it is bottled or canned, retort sterilizing at 120<sup>°</sup> C is a must to kill any botulinum spores. Drying of fish or meat or high acid curing will not need very high standards of hygiene.

#### Example III

Sugar based products like sweetmeats and lollies need not have sterile handling as bacteria do not thrive in high sugar media. The ingredients used, however, should receive more attention.

#### Example IV

A bakery whether large or small, must have clean ingredients, sufficient baking time to make the product palatable, and clean storage with no handling with bare hands after baking. If bare hands are used they should be washed thoroughly with soap and water. The premises should be free from birds, insects, rodents and other animals.

#### Example V

A kitchen where pastries are made will need protection from birds and insects, and will need hand washing and clean utensils. Storage should be hygienic. Rodent control is also necessary.

#### Example VI

In the production of ice cream, sherbet, cordials, and the preparation and bottling of aerated waters, safe water is essential. Boiling, chlorinating, testing etc. are necessary. Personal hygiene of workers is also a high priority need.

#### Example VII

Packaging and labelling of food items is a requirement under the law and hence those trades that pack or label should adhere to these requirements. While these trades should be rated according to the existing conditions, other trades which do not have this requirement should be scored as satisfactory.

#### Use of checklist

An inspection done according to a check list is a must to identity the existing problems if any, facing any food handling establishment and to correct and solve them and to maintain sanitation records to a proper standard. Those inspections may be done once a week or at least once a month. The managers, supervisors and care takers should also be trained to do inspections according to a check list. Two-way process is more effective than one- way process.

The officer can impart his capabilities in order to develop the check list as it requires. Accordingly the basic facts that should be available in a check list is given below for consideration. They may be developed according to the requirements.

#### Receiving and storage

- 1 All food supplies are inspected for damage, spoilage or infestation, freshness, temperature, colour, odour, contamination, expiry date and labelling upon receipt.
- 2 Perishables should be refrigerated promptly.
- 3 Empty crates, cartons, containers, etc. should be removed to the disposal area promptly.
- 4 Frozen chilled food should be stored in proper temperature with in 15 minutes of delivery.
- 5 Dented, rusted, blown cans should be rejected.
- 6 Supplies should be stored in a neat and orderly manner.
- 7 The receiving area should be kept clean.
- 8 All foods and supplies should be stored on shelves and racks, at least racks or platform should be 18" height from floor level.
- 9 Shelves should be placed at least 9" away from wall.

- 10 The dry stores should be kept cool, clean and well ventilated.
- 11 The floor of the dry store should be kept clean and dry.
- 12 Shelves and racks should be free of dust and debris.
- 13 The shelves should be designed to facilitate easy cleaning of the floor beneath.
- 14 The dry store should be free from moisture or dampness.
- 15 The first-in, first-out (FIFO) mode of issue should be adhered.
- 16 Non-food items should be stored separately from food supplies.
- 17 All poisonous substances like pesticides, cleaning agents, etc. should be stored. In a separate store with their original containers or conspicuously labeled.
- 18 Poisonous substances should be stored in a special cupboard well away from food.
- 19 Vegetables not requiring refrigeration should be stored in ventilated containers on elevated platforms.
- 20 Stores should not over stock.

# Refrigeration

- 1 All refrigerators in use should be in good working condition.
- 2 They should have accurate thermometers.
- 3 High risk foods should be maintained at temperatures between 1-  $4^{\circ}$  C.
- 4 Refrigerators should be defrosted and cleaned regularly.
- 5 They should be free from objectionable odour.
- 6 Foods should be stacked in such a way that it allows adequate ventilation and ample circulation of cold air.
- 7 Foods should be stored mode of issued to allow first-in-first out use (FIFO).
- 8 Any visibly spoilt foods should not be stored in the refrigerator.
- 9 Cooked foods should be kept apart from raw foods.
- 10 All parts of the refrigerator should be easily accessible for cleaning.
- 11 Shelves should be clean and free from spills.
- 12 All foods should be covered to protect them from contamination.
- 13 Refrigerators should not be overstocked.
- 14 The refrigerator door should not be opened frequently and longer duration.
- 15 Raw foods should be stored below cooked foods.
- 16 Opened cans of food should not be stored in the refrigerator.
- 17 All food items should be covered with a date code separately.

#### Freezer

- 1 They should be fitted with accurate thermometers.
- 2 Internal temperature should be maintained at -18<sup>°</sup> C or lower.
- 3 There should not be excessive frost build up.
- 4 Food should be stored in such a way that first-in, first-out can be followed.
- 5 Freezers should not be opened very often and for longer duration.
- 6 Food should be wrapped so as to prevent freezer burn and contamination.
- 7 Proper cleaning and maintenance should be done.
- 8 There should be date code on the frozen food.

# Food preparation and handling practices

- 1- Tongs should be used to pick up foods like ice, sugar cubes, butter pats, bread, etc.
- 2- Separate spoon should be used to test food.
- 3- Employees should not blow on paper / plastic bags to open them.

- 4- Any cleaning operation like sweeping or dusting should not be carried out during food preparation or service.
- 5- Proper care should be taken to keep raw and cooked food separately during preparation.
- 6- High risk foods should not keep in the room temperature for long duration.
- 7- Fruits, vegetables, grains, etc, should be washed thoroughly before preparation.
- 8- Frozen foods should not left in the room temperature to thaw.
- 9- Foodstuffs, utensils and equipments containing food should not be placed on the floor.
- 10- Pots and pans which are not in use should be cleaned, sanitized and stored in a manner so as to prevent contamination.
- 11-Toxic substances like pesticides or cleaning agents should not be stored in food preparation or service areas.
- 12- Kitchen sinks should not be used by any person for hand washing or emptying mop water.
- 13- All parts of the equipment should be kept clean, for example, drip trays, etc.
- 14-There should not be any residual build up in ovens, grills, chapatti puffer, etc.
- 15- All work surfaces should be made of impervious material and they should be free from cracks.
- 16-Soiled linen or dirty dusters/ rage should not be lying around in the food preparation area.
- 17-Food sinks should not be used for dishwashing.
- 18- Sharp equipment like knives, peelers, etc should be cleaned well, before storing after use.
- 19- All equipment which is not in regular use should be kept clean.
- 20- Equipment should be cleaned between changed use.
- 21- Separate chopping boards should be used for meat and vegetables.
- 22- Chopping boards should be in good condition no splits, cuts or holes.
- 23- Chopping boards should be cleaned and sanitized between changed use.
- 24- Equipment used to process meat should be cleaned and sanitized after each use.
- 25- Meat cutting area should be cleaned and free from any objectionable odour.
- 26-Raw meat awaiting pre preparation should not be left at room temperature for long period duration.
- 27-Warm water should not be used to thaw meat, fish or poultry.
- 28- Raw meat should not be left on the floor at anytime.
- 29- Equipments should be in a good state of repair.
- 30- Equipment should be easily dismantled and reassembled for cleaning purpose.
- 31-Surfaces of utensils and equipment should be smooth and free from pits and crevices.
- 32- Hot holding equipment should be maintained food at or above 63<sup>o</sup>C and should not keep, more than four hours.
- 33- Cold foods should be at 4<sup>o</sup>C or lower.
- 34- The floor of the kitchen and other food preparation areas should be always clean and dry.
- 35- All prepared food items should be kept covered.

#### Service

- 1- The dining area should be clean and dry always.
- 2- All tableware should be stored in such a way so as to prevent contamination and splashing.
- 3- Tables, chairs, etc should be wiped with clean sanitized clothes.
- 4- Any dust should not be visible in the service area.
- 5- Table linen should be spotlessly cleaned and changed after each use.
- 6- The food or mouth contact surface of glasses or cups should not be touched during service.
- 7- Chipped or cracked chinaware should not be used.
- 8- Clothes used for wiping food contact surfaces should be kept separate from other wiping clothes.
- 9- Single service items (paper serviettes, straws, thermocol cups, etc.) should be stored and dispensed in a sanitary manner
- 10-Single service items should not be used more than once.
- 11-Silverware and serving utensils should be handled and stored hygienically.
- 12-All food containers should be emptied after service and leftovers disposed off or stored immediately.
- 13-The cargo area and trolleys/vehicles used for transporting food should be absolutely cleaned and free from spills or refuse.
- 14-All food spills on shelves or floor of trolley should be washed off after each use.
- 15-Food should be carried in well insulated containers.
- 16-Temperature control should be maintained for potentially hazardous food.
- 17-Service lifts should be cleaned regularly.
- 18-Garbage and food should not be carried in the lift / trolleys at the same time.
- 19-Sauce bottles, cruet sets, sugar, cream containers, etc. should be kept clean.
- 20-Water glasses should be cleaned spotlessly and free from food odours.
- 21- All cutlery, glass ware and silverware should be wiped with a clean sanitized cloth and kept aside.

#### Waste disposal

- 1- Refuse and food waste should be collected separately
- 2- Garbage containers should adequate in number and size
- 3- They should lined with plastic or wet strength bags
- 4- Containers should emptied frequently into the main garbage bin
- 5- Garbage containers should be emptied and cleaned well
- 6- They should be removed from premises at frequent intervals
- 7- Garbage should not be lying around in the vicinity
- 8- Bins in the kitchen should foot operated and self closing
- 9- Adequate vents and exhaust facilities should be provided
- 10- Grease filters on hoods and exhausts should be cleaned regularly
- 11- Any food or liquid spillage should not be seen near the garbage container
- 12- There should not signs of pests breeding in garbage storage or collection area
- 13- There should not empty crates, boxes, etc. lying in corners, under staircases, etc.
- 14-Outside of the garbage containers should also be cleaned

#### Personal practices

- 1- The hands of food handlers should be washed clean at the start of the day and whenever required
- 2- The hands of food handlers should be cleaned and free from cracks
- 3- Hands should be sanitized with potassium permanganate (KMnO<sub>4</sub>) or sanitizer solution
- 4- Food handlers should not have infected cuts, burns, boils, etc.
- 5- Food handlers should not have picking nose or pimples, scratching head or face
- 6- Adequate hand washing facilities should be provided
- 7- Hands should be washed after blowing the nose and coughing even when a handkerchief is used
- 8- Fingernails should be cleaned, trimmed and unvarnished
- 9- Uniforms / outer garments clothes should be properly cleaned
- 10- Hair should be covered by a cap, hair net or scarf (any hair restraint)
- 11- Should not employ food handlers who are suffering from or just recovered from any contagious or food borne disease
- 12-Food handlers should not smoke or eat in food preparation or service areas
- 13- Employees should not chew gum or take snuff in food preparation or service areas
- 14- Employees should not cough or sneeze on food
- 15- Employees should not spit on the floor, in sinks or in garbage bins
- 16- Hands should not be washed in sinks used for food preparation
- 17- The dishcloth should not used to wipe perspiration or as a hand towel after using the toilet
- 18-Food handlers should use clean handkerchiefs
- 19-Mope, serviettes, dish clothes, handkerchiefs, etc. should be used for the purpose intended only
- 20-Food handlers should not wear wrist watches , dangling bracelets , bangles , earrings or any other jewellery (only a plain wedding ring is allowed )

# 3.2 Guidelines on Grading Food Handling Establishments using the Health – 800 Format

#### 1. Objectives of Grading of Food Handling Establishments

- To plan out the programme for inspection of food handling establishments.
- To educate and advise the owners and food handlers on safe food practices.
- To formulate and implement an action plan to improve food safety.
- To ensure and maintain quality and safety of food.
- To upgrade the Food Handling Establishments.

#### 2. H 800 (Revised) 2011 Format

To achieve the above objectives, Public Health Inspectors should inspect and grade Food Handling Establishments using the Health 800 (Revised 2011) form. The PHI should actively involve the owner/manager in this inspection process by which they would get first hand information on the status of the establishment.

#### 3. Categorization of Food Handling Establishments

Food Handling Establishments should be categorized according to the nature of the business and the H-800 forms should be filed separately according to the 7 categories of establishments. Following are the working definitions for categorization of the food handling establishments.

#### 1. Food Factory (Code -FF)

A premises fully or partially manufacturing, processing or packaging food for human consumption. Bakeries and grinding mills exclusively carrying out grinding are not included in this category.

#### 2. Hotel (Code -HT)

A premises which prepares and serve at least one main meal.

#### 3. Bakery (Code -BK)

A premises which manufactures food items using wheat or other kind of flour.

#### 4. Tea kiosk/Sank bar (Code - TS)

Premises serving food items that are not a main meal.

#### 5. Grocery (Code -GS)

Premises that does not prepare food but sells prepared food items or food ingredients.

#### 6. Supermarket (Code -SM)

A large scale establishment which sells food and variety of consumer items and have facilities for the customer to select items by themselves.

#### 7. Others (Code -OT)

A food handling establishment that does not fall into any of the above categorizations.

#### 4. Grading of Food Handling Establishments

According to the percentage score obtained, Food Handling Establishments can be rated in to 4 grades.

- 1. 75 100% marks A Grade (Good)
- 2. 50 74% marks B Grade (Satisfactory)
- 3. 25 49% marks C Grade (Unsatisfactory)
- 4. 0 24% marks D Grade (Very Unsatisfactory)

In awarding **A or B** Rating it is mandatory that <u>all relevant sections</u> have obtained minimum of **75% or 50%** respectively. When awarding marks if certain points are irrelevant to a particular type of food establishment, those points should not be considered and the percentage of marks obtained should be calculated using the <u>total of the relevant sections</u>.

#### 5. Inspection process and making notes

- During the first inspection two sets of the form should be completed. One copy should be kept filed in the establishment to be produced at any time. Second copy should be filed and maintained in the office of the PHI. During subsequent visits second page of the H 800 should be used and it should be also filled in duplicate as done earlier.
- 2. When inspecting food handling establishments, in addition to technical aspects on food safety attention should be given to provisions in the Food Act 1980, Regulations made under the Food Act, especially the 1988 Food Regulation. For each item inspected the provisions indicated in the regulations should be used as the norms/standards.
- PHI number given to the food establishment should be indicated in the following order - Code for PHI area/Code for type of Food Handling Establishment/Reference Number for the establishment. Eg; Second Bakery in the Mihinthale PHI area – MIN/BK/02
- 4. During the first inspection the rating with the date should be written in the relevant cage in the upper left corner of the form. During subsequent inspections if the rating is changed, the new rating should be indicated with date in the relevant cages. If rating is unchanged no new entry should be made in the cage.
- 5. Inspections should be done once a month in establishments with C and D rating, Once in two months in B rated establishments and once in three months in A rated establishments. Inspection notes should be made in all follow-up inspections.
- 6. During inspection guidance and technical advice should be given for improvement and action taken should be recorded in the relevant section.
- 7. Legal action should be taken against owners/managers of food handling establishments who do not adhere to guidance and advice given and continue to function the establishment in an unsatisfactory manner.

Date	
Grade	



H 800 (Revised) 2011

PHI Area Reference No. Type of Trade

Ministry of Health

#### Grading of Food Handling Establishments (Food Factory, Hotel, Bakery, Tea and Snack Bar, Grocery, Super Market, Others)

1. Name of the owner:	
2. Private address:	
3. NIC Number: 4. Telephone No:	
5. Name & Address of the establishment:	
6. Name & Address of the legal owner of the premises:	
7. If licensed by the Local Authority, Number and Year:	
8. Business Registration No:	

75 - 100% marks - A (Good)	50 - 74% marks - B (Satisfactory)	25 - 49% marks - C (Unsatisfactory)	1.	24% marks - D hly Unsatisfactory)
A minimum of 75% and	50% marks required to be obtained	l from each part to receive A and	B grades	respectively.
Part 1- Location & Environment (0	5 Marks)	Condition	Marks	Marks Obtained
1.1 Suitability for the business	,	Suitable/Unsuitable	1/0	
1.2 General cleanliness & tidiness		Satisfactory/Unsatisfactory	1/0	
1.3 Polluting conditions		No/Yes	1/0	
1.4 Dogs/Cats/Other animals		No/Yes	1/0	
1.5 Smoke or other adverse effects		No/Yes	1/0	
no onone of other autorise enced	Total	norres	05	(%)
Part 2 - Building (10 Marks)	Tour	Condition	Marks	Marks Obtained
2.1 Nature of the building		Permanent/Temporary	1/0	Multo obtained
2.2 Space		Adequate/Inadequate	1/0	
2.3 Light and ventilation		Adequate/Inadequate	1/0	
2.4 Condition of the floor		Good/Satisfactory/Unsatisfactory	2/1/0	
2.5 Condition of the wall		Good/Satisfactory/Unsatisfactory	2/1/0	
2.6 Condition of the ceiling		Good/Satisfactory/Unsatisfactory	2/1/0	
2.7 Hazards to employees/customers		No/Yes	1/0	*****
2.7 Hazards to employees/customers	Total	Nories	10	(%)
Port 2 Anos of Food Dronomation /C	erving/Display/Storage (30 Marks)	Condition	Marks	Marks Obtained
	erving/Display/Storage (50 Marks)			Marks Obtained
3.1 General cleanliness		Good/Satisfactory/Unsatisfactory	2/1/0	
3.2 Safety measures for cleanliness		Good/Satisfactory/Unsatisfactory	2/1/0	
3.3 Flies		No/Yes	1/0	
3.4 Ants/Cockroaches/Rodents and other	'disease carriers	No/Yes	1/0	
3.5 Maintenance of floor		Good/Satisfactory/Unsatisfactory	2/1/0	
3.6 Maintenance of walls		Good/Satisfactory/Unsatisfactory	2/1/0	
3.7 Maintenance of ceiling		Good/Satisfactory/Unsatisfactory	2/1/0	
3.8 Space in the working area		Adequate/Inadequate	1/0	
3.9 Daily cleaning		Yes/No	1/0	
3.10 Risk of contamination from toilets		No/Yes	1/0	
3.11 Adequate number of bins with lids for	waste disposal	Yes/No	1/0	
3.12 Empty boxes/Gunny bags and other u	innecessary items	No/Yes	1/0	
3.13 Availability of cleaning tools/materials	s/serviettes etc.	Yes/No	1/0	
3.14 Objectionable odor		No/Yes	1/0	
3.15 Open drains and stagnated waste wate	er	No/Yes	1/0	
3.16 Area used for sleeping or any other un	related activities	No/Yes	1/0	
3.17 Use of separate chopping boards/kniv	/es etc.	Yes/No	1/0	
3.18 Cleanliness of equipment/utensils		Satisfactory/Unsatisfactory	1/0	
3.19 Suitability of the layout of the area for	the processes	Yes/No	1/0	
3.20 Light and ventilation		Adequate/Inadequate	1/0	
3.21 House Keeping		Good/Satisfactory/Unsatisfactory	2/1/0	
3.22 Water supplied for different task in su	uitable manner	Suitable unsuitable	1/0	
3.23 Safe food handling practices		Good/Satisfactory/Unsatisfactory	2/1/0	
01	Total		30	(%)
Part 4 - Equipment & Furniture (10		Condition	Marks	Marks Obtained
4.1 Equipment/utensils for food handling		Adequate/Inadequate	1/0	
4.2 Condition of the equipment/utensils		Satisfactory/Unsatisfactory	1/0	
4.3 Cleanliness of the equipment/utensils		Satisfactory/Unsatisfactory	1/0	
4.4 Availability of food tongs/spoons to se		Yes/No	1/0	
4.5 Storage facilities for cleaned equipment		Yes/No	1/0	
4.6 Furniture - Tables/Chairs/Cupboards,		Adequate/Inadequate	1/0	
4.7 Suitability for required purpose and se		Satisfactory/Unsatisfactory	1/0	
4.7 Suitability for required purpose and se 4.8 Cleaning and maintenance of furniture		Satisfactory/Unsatisfactory	1/0	
	watawa /daan fucanawa	Catiofactory // Incatiofactory	1/0	
<ul> <li>4.9 Maintenance of temperature in refrige</li> <li>4.10 Cleanliness and maintenance of refrige</li> </ul>		Satisfactory/Unsatisfactory Satisfactory/Unsatisfactory	1/0 1/0	

		Condition	Marks	Marks Obta	inea
ies and house keeping		Good/Satisfactory/Unsatisfactory	2/1/0		
v materials		Good/Satisfactory/Unsatisfactory	2/1/0		
oked/partially cooked/prepared food		Good/Satisfactory/Unsatisfactory	2/1/0		
		Good/Satisfactory/Unsatisfactory			
	otal	1		(	%
				Marks Obtain	ned
2					
<u> </u>		Yes/No			
	otal			(	%
				Marks Obtai	ned
		Safe/Unsafe			
		22. 		(	%)
	l (05 Marks)	Condition	Marks	Marks Obtai	ned
	nsumption		1/0		
		No/Yes	1/0		
torage of food that are unwholesome/outdate	ed to be returned	Satisfactory/Unsatisfactory	1/0		
Το	otal	60. 2046. S.	05	(	%)
	s (10Marks)	Condition	Marks	Marks Obtai	ned
ene			2/1/0		
		Good/Satisfactory/Unsatisfactory	2/1/0		
le diseases/skin diseases		No/Yes	1/0		
abits		Practiced /Not practiced	1/0		
of health records of employees		Good/Satisfactory/Unsatisfactory	2/1/0		
of records regarding training on health of emp	ployees	Good/Satisfactory/Unsatisfactory	2/1/0		
То	otal		10	(	%)
of Health Instructions, Record Keeping & Ce	ertification (05 Marks)	Condition	Marks	Marks Obtai	ned
		Yes/No	1/0		
onsumer/employee complaints and suggestic	ons	Yes/No	1/0		
to prevent smoking within the premises		Yes/No	1/0		
lls and record keeping when selling/purchasi	ng food	Yes/No	1/0		
of accredited certification on food safety		Yes/No	1/0		
Το	otal		05	(	%)
				1	0/ )
Total Marks o	of 10 Sections		100	t	%)
		Signature: Date: Official Sta			
T	Steps Taken for I				
Identified Defects		Action Taken			
Identified Defects	Steps Taken for I	Improvement Action Taken			
		Date: Official Sta			
	To Supply (05 Marks) e method sed through taps er certified by analytical reports (Bacteriology To Management (10 Marks) mber of bins with lids is closed and maintenance of waste bins egregation of waste lof waste of waste water mber of toilets and urinals ilets and urinals ind maintenance of toilets and urinals ilets and urinals and maintenance of toilets and urinals ilets and urinals and maintenance of toilets and urinals ilets and urinals aging for sale/delivery 1/Out dated food and food unfit for human co beling regulations torage of food that are unwholesome/outdate To otective clothing le diseases/skin diseases abits of health records of employees of records regarding training on health of emp To of Health Instructions, Record Keeping & GA struction and health messages for the consu onsumer/employee complaints and suggestid to prevent smoking within the premises lls and record keeping when selling/purchasis of accredited certification on food safety To Total Marks of /Manager:	di in the refrigerator/deep freezer en to prevent contamination during food storage Total Supply (05 Marks) e method sed through taps er certified by analytical reports (Bacteriology -01, Chemical -01) Total Management (10 Marks) mber of bins with lids ss closed ad maintenance of waste bins egregation of waste lof waste of waste water mber of toilets and urinals idets and urinals idets and urinals idets and urinals aging for sale/delivery l/Out dated food and food unfit for human consumption beiling regulations orage of food that are unwholesome/outdated to be returned Total estatus and training of food handlers (10Marks) ene otective clothing le diseases abits of health nestructions, Record Keeping & Certification (05 Marks) struction and health messages for the consumers/employees onsumer/employee complaints and suggestions to prevent smoking within the premises ls and record keeping when selling/purchasing food of accredited certification on food safety Manager:	din the refrigerator/deep freezer Satisfactory/Unsatisfactory Total Supply (05 Marks) Total Safe/Unsafe emethod satisfactory/Unsatisfactory res/No er certified by analytical reports (Bacteriology -01, Chemical -01) Yes/No Total Management (10 Marks) Total Condition mber of bins with hids Available/Not available scosed Yes/No dimaintenance of waste bins gergation of waste of waste bins gergation of waste Safe/Unsafe scosed Yes/No diffusate Safe/Unsafe mber of bins waste Safe/Unsafe	dimtherefigerator/deep freezer     Satisfactory/Unsatisfactory     1/0       supply (05 Marks)     Condition     10       Supply (05 Marks)     Condition     10       set of the statisfactory of the statisfac	dintherenfigurator/deep freezer     Satisfactory/Unsatisfactory     1/0       en to prevent contamination during food storage     Good/Satisfactory/Unsatisfactory     1/0       Supply (05 Marks)     Condition     Marks Obtai       en enchod     Satisfactory/Unsatisfactory     1/0       enchod     Satisfactory/Unsatisfactory     1/0       er certified by analytical reports (Bacteriology -01, Chemical - 01)     Yes, No     1/0       er certified by analytical reports (Bacteriology -01, Chemical - 01)     Yes, No     1/0       er certified by analytical reports (Bacteriology -01, Chemical - 01)     Yes, No     1/0       er certified by analytical reports (Bacteriology -01, Chemical - 01)     Yes, No     1/0       a condition     Marks     Marks Obtai       a bite of bins with lids     Available/Not available     1/0       ex coded     Yes, No     1/0       of waste     Satisfactory/Unsatisfactory     1/0       of waste water     Satisfactory/Unsatisfactory     1/0

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$ \begin{array}{c c c c c c c c c c c c c c c c c c c $										
Application	Part 1- Location & Environment (05 Marks)	Condition	Marks	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	
Constraint         Image	1.1 Suitability for the business	Suitable/Unsuitable	1/0							
Dynamic         Dynamic <t< td=""><td>1.2 General cleanliness &amp; ticliness</td><td>Satisfactory/Unsatisfactory</td><td>1/0</td><td></td><td></td><td></td><td></td><td></td><td></td></t<>	1.2 General cleanliness & ticliness	Satisfactory/Unsatisfactory	1/0							
Description         Matrix         Ma	1.3 Polluting conditions	No/Yes	1/0							
Subscription         Indicate and contraction         Indicate and contra	1.4 Dogs/Cats/Other animals	No/Yes	1/0							
Text         Text <th< td=""><td>1.5 Smoke or other adverse effects</td><td>No/Yes</td><td>1/0</td><td></td><td></td><td></td><td></td><td></td><td></td></th<>	1.5 Smoke or other adverse effects	No/Yes	1/0							
Constraint         Control         March Obtained         March Obtained <td></td> <td></td> <td>05</td> <td>(%)</td> <td>(%)</td> <td>(%)</td> <td>(%)</td> <td>(%)</td> <td>(%)</td>			05	(%)	(%)	(%)	(%)	(%)	(%)	
Second control for contro for contro for control for control for control for control for co	Part 2 - Building (10 Marks)	Condition	Marks	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	
Special         Answer/Induction	2.1 Nature of the building	Permanent/Temporary	1/0							
	22 Space	Adequate/Inadequate	1/0							
Control control         Control co	23 Light and ventilation	Adequate/Inadequate	1/0							
Contain of event         Contain of event<	2.4 Condition of the floor	Good/Satisfactory/Unsatisfactory	2/1/0							
Contraction control         Contraction control         Contraction control         Contraction control         Contraction control         Contraction control         Control         Contraction control         Contraction control         Co	25 Condition of the wall	Good/Satisfactory/Unsatisfactory	2/1/0							
$ \  \  \  \  \  \  \  \  \  \  \  \  \ $	2.6 Condition of the celling	Good/Satisfactory/Unsatisfactory	2/1/0							
Total food Preparation/SecretaryDistration     Total     10     (%)	2.7 Hazards to employees/customers	No/Yes	1/0							
Accord contract         Accord con			10	(%)	(%)	(%)	(%)	(%)	(%)	
Constraint         Constra	Part 3 - Area of Food Preparation/Serving/Display/Storage (30 Marks)	Condition	Marks	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	
Signer for challense for chall		Good/Satisfactory/Unsatisfactory	2/1/0	No. 10 No. 10 No. 10						
Bits         bits <td>Safety measures for cleanliness</td> <td>Good/Satisfactory/Unsatisfactory</td> <td>2/1/0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	Safety measures for cleanliness	Good/Satisfactory/Unsatisfactory	2/1/0							
And Condensity Conductions         Link         No.         No.<	3.3 Flies	No/Yes	1/0							
Minimume of loss         Conditisticationy listicationy listicatino listinony listicationy listicationy listinony listicationy li	3.4 Ants/Cockroaches/Rodents and other disease carriers	No/Yes	1/0							
Muterence (Volds, Muterence (Volds, Muterence, Muterence (Volds, Muterence (Volds, M	3.5 Maintenance of floor	Good/Satisfactory/Unsatisfactory	2/1/0							
MunicationCondition <td>3.6 Maintenance of walls</td> <td>Good/Satisfactory/Unsatisfactory</td> <td>2/1/0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	3.6 Maintenance of walls	Good/Satisfactory/Unsatisfactory	2/1/0							
	3.7 Maintenance of ceiling	Good/Satisfactory/Unsatisfactory	2/1/0							
Bug domination function: $v_{0}c_{0}c_{0}$ $v_{0}$	3.8 Space in the working area	Adequate/Inadequate	1/0							
Start of contribution to the important by the important of the important of the important of the important of the important important of the important of important of importa	3.9 Daily cleaning	Yes/No	1/0							
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$	3.10 Risk of contamination from toilets	No/Yes	1/0							
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$	3.11 Adequate number of bins with lids for waste disposal	Yes/No	1/0							
	3.12 Empty boxes/Gunny bags and other unnecessary items	No/Yes	1/0							
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$	3.13 Availability of cleaning tools/materials/serviettes etc	Yes/No	1/0							
Open draits and sequence voter     Open draits     No	3.14 Objectionable odor	No/Yes	1/0							
And used for shering or any other unrelated activities $N_0 N^{csc}$ $1/0$ $N_0 N^{csc}$ <	3.15 Open drains and stagnated waste water	No/Yes	1/0							
Use of sparate choping boards/family consideration in the intervence of sparate choping boards/family consideration intervence of sparate choping boards/family consideration intervence of the process.     Ves/No.     1/0     No.	3.16 Area used for sleeping or any other unrelated activities	No/Yes	1/0							
Of Baniflines of equipment/intensits     Sutsidiatory (Intensits)     10     10     10     10     10       Stability of the processes     Adequate/Intensits     10     10     10     10     10       Ut that and the processes     Adequate/Intensits     10     10     10     10     10       Ut that and the processes     Adequate/Intensits     10     10     10     10     10       Ut that and the processes     Adequate/Intensits     21/0     10     10     10     10       Ut that and the processes     Total     statisticory/Intensits     21/0     10     10     10       Ut that and the processes     Total     cool/Satisticory/Intensits     21/0     10     10     10     10       Statisticory/Intensits     Total     astisticory/Intensits     10     10     10     10     10       Condition     Marks Obtained     Marks Obtained     Marks Obtained     Marks Obtained     Marks Obtained     10     10       Condition of the equipment/intensits     Statisticory/Intensitation     10     10     10     10     10       Condition of the equipment/intensits     Statisticory/Intensitation     10     10     10     10       Contion of the equipment/intensits     Statistacury	3.17 Use of separate chopping boards/knives etc.	Yes/No	1/0							
$ \begin{tabular}{lllllllllllllllllllllllllllllllllll$	3.18 Cleanliness of equipment/utensils	Satisfactory/Unsatisfactory	1/0							
Ubjt and ventilation       Adequate finate/relation       1.0	3.19 Suitability of the layout of the area for the processes	Yes/No	1/0							
House Keeping     Cood/Satisfictory/Unsatisfictory     21/10     P     P       Vaters supplied for different task in sutable unsatisfied     1/0     1/0     1/0     1/0       Stefe for handling practics     Total     2/10     1/0     1/0     1/0       Stefe for handling practics     Total     30     (%)     (%)     (%)     (%)       Explorent & Furniture (10 Marks)     Total     30     (%)     (%)     (%)     (%)       Explorent/Intersits for food handling     Explorent/Intersits for food handling     Marks Obtained     Marks Obtained     Marks Obtained     Marks Obtained       Explorent/Intersits for food handling     Explorent/Intersits for food handling     Marks Obtained     Marks Obtained     Marks Obtained     Marks Obtained       Explorent/Intersits for food handling     Explorent/Intersits for food handling     Marks Obtained     Marks Obtained     Marks Obtained       Explorent/Intersits     Satisfactory/Institsfactory     1/0     Marks Obtained     Marks Obtained     Marks Obtained       Explorent/Intersits     Explorent/Intersits     Intersits for food handling     Marks Obtained     Marks Obtained     Marks Obtained       Explorent/Intersits     Explorent/Intersits     Intersits     Intersits     Intersits     Intersits       Explorent/Intersits     Explorent/	3201 light and ventilation	Adequate/Inadequate	1/0							
Water supplied for different task in sultable manner     Number supplied for different task in sultable manner     Number supplied for different task in sultable manner       Skafe food handling practices     Total     Cood/Satisfactory/Unsatisfactory     1/10     (%) </td <td>3.21 House Keeping</td> <td>Good/Satisfactory/Unsatisfactory</td> <td>2/1/0</td> <td></td> <td></td> <td>a set on the set of the set</td> <td></td> <td></td> <td></td>	3.21 House Keeping	Good/Satisfactory/Unsatisfactory	2/1/0			a set on the set of the set				
State food handing practors     Total     Lood/Satisatory/Unstatactory     2/1/0     (%)<	3.22 Water supplied for different task in suitable manner	Suitable unsuitable	1/0							
Independencies     Total     Total     No     No     No     No     No       Requipment & Furniture (10 Marks)     Total     Condition     Marks Obtained     Marks Obtained<		Good/Satistactory/Unsatistactory	2/1/0							
t4 - Equipment & Furniture (10 Marks)     Condition     Marks Marks Obtained     Marks Obtained <td></td> <td></td> <td>30</td> <td>(%)</td> <td>(%)</td> <td>(%)</td> <td>(%)</td> <td>(%)</td> <td>(%)</td>			30	(%)	(%)	(%)	(%)	(%)	(%)	
Adequate/Inadequate     1/0     Image: Conditionative departs for food handling       Condition offer equipment/utensits     Satisfactory/Unstitistatory     1/0       Condition offer equipment/utensits     Satisfactory/Unstitistatory     1/0       Realability of food tongs/spoors to serve food tenss     Satisfactory/Unstitistatory     1/0       Sorrage facilities for denoney/spoors to serve food tenss/spoors tof tenss tenss tof tenss	Part 4 - Equipment & Furniture (10 Marks)	Condition	Marks	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	
Condition of the equipment/utensits     Satisfactory/Institiactory     1/0     Incomplexity     Incomplexity       Condition of the equipment/utensits     Satisfactory/Institiactory     1/0     Incomplexity     Incomplexity       Anallability of foot tongs/synon: users     Satisfactory/Institiactory     1/0     Incomplexity     Incomplexity       Anallability of requirement/utensity     Yes/No     1/0     Incomplexity     Incomplexity       Strand cupitreent     Satisfactory     1/0     Incomplexity     Incomplexity       Strand cupitreent     Satisfactory     1/0     Incomplexity     Incomplexity       Anallability for required purpose and safety of furniture     Satisfactory/Institiatory     1/0     Incomplexity       Anallability for required purpose and safety of furniture     Satisfactory/Institiatory     1/0     Incomplexity     Incomplexity       Maintenance of temperature in refigerators/deep freezers     Satisfactory/Institiatory     1/0     Incomplexity     Incomplexity       Maintenance of temperature in refigerators/deep freezers     Satisfactory/Institiatory     1/0     Incomplexity     Incomplexity	Equipment/utensils for food handling	Adequate/Inadequate	1/0							
Satisfactory/Unsatisfactory         1/0<	4.2 Condition of the equipment/utensils	Satisfactory/Unsatisfactory	1/0							
Yes/No         1/0         Yes/No         1/0           Ves/No         1/0         1/0         1/0           Adequate/Indepdate         1/0         1/0         1/0           Satisfactory/Unsatisfactory         1/0         1/0         1/0           Satisfactory/Unsatisfactory         1/0         1/0         1/0           Satisfactory/Unsatisfactory         1/0         1/0         1/0           Satisfactory/Unsatisfactory         1/0         1/0         1/0           Calificatory/Unsatisfactory         1/0         1/0         1/0           Satisfactory/Unsatisfactory         1/0         1/0         1/0	4.3 Ceanliness of the equipment/utensils	Satisfactory/Unsatisfactory	1/0							
res/vo         res/vo <th res="" td="" vo<<=""><td>4.4 Availability of food tongs/spoons to serve food items</td><td>Yes/No</td><td>1/0</td><td></td><td></td><td></td><td></td><td></td><td></td></th>	<td>4.4 Availability of food tongs/spoons to serve food items</td> <td>Yes/No</td> <td>1/0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	4.4 Availability of food tongs/spoons to serve food items	Yes/No	1/0						
Satisfactory/Unratisfactory     1/0       Satisfactory/Unratisfactory     1/0       Satisfactory/Unratisfactory     1/0       Satisfactory/Unratisfactory     1/0       Satisfactory/Unratisfactory     1/0       Satisfactory/Unratisfactory     1/0       Total     1/0	4.5 Storage facilities for cleaned equipment	Yes/No	1/0							
Satisfactory/Unsatisfactory     1/0       Satisfactory/Unsatisfactory     1/0       Satisfactory/Unsatisfactory     1/0       Satisfactory/Unsatisfactory     1/0       India     1/0       For the state of the s	4.0 Furtinue - Tautes) uradits/ uptoutatus/ nautes euc. 4.7 Suitshility for reaniting in impose and cafety of fininitine	Aucyliate/Intarcyliate	1/0			a set of the set of the set				
Satisfactory/Unsatisfactory     1/0       Satisfactory/Unsatisfactory     1/0       Contail     10     (%)       Totail     10     (%)	4.8 Cleaning and maintenance of furniture	Satisfactory/Unsatisfactory	1/0							
Satisfactory/Unsatisfactory     1/0     6     6     6     6     6       Total     10     6     6     6     6     6     6	4.9 Maintenance of temperature in refrigerators/deep freezers	Satisfactory/Unsatisfactory	1/0							
	4.10 Cleanliness and maintenance of refrigerators/deep freezers	Satisfactory/Unsatisfactory	1/0							
	Total		10	(%)	(%)	(%)	(%)	(%)	(%)	

FOLLOW UP VISITS

Part 5 - Storage (10 Marks)	Condition	Marks	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained
5.1 Storrage facilities and house keening	Good/Satisfactory/Unsatisfactory	2/1/0						
53 Chronie of Fruit Instantials	Cood /Catiefrations // Incatiefrations	0/1/0						
	Autory Satisfactory y/ Urbaustactory	0/1/7						
5.3 Storage of cooked/partially cooked/prepared food	Good/Satisfactory/Unsatisfactory	2/1/0						
5.4 Food stored under suitable temperature	Yes/No	1/0						
5.5 Storage of food in the refrigerator/deep freezer	Satisfactory/Unsatisfactory	1/0						
5.6 Measures taken to mevent contamination during food storage	Good/Satisfactory/Unsatisfactory	2/1/0						
	6	10	(70)	(70)	(%) J	(%) J	(%)	( V)
Dart 6 - Water Sumly (OE Marbe)	Condition	Marke	Marke Ohtainad	Marke Ohtning	Marke Ohtnined	Marbe Ohtning	Wardre Ohtnined	Mardre Ohtnimod
1 art 0 - water Suppry (03 marks)	Cofe / Incofe	1/0		Inter INS OUNCERTICAL	ITAL IN OUGHICU			Indian No Undiancu
		0/7						
6.2 Water storage method	Satisfactory/Unsatisfactory	1/0						
6.3 Water dispensed through taps	Yes/No	1/0						
6.5 Safety of water certified by analytical reports (Bacteriology - 01, Chemical - 01)	Yes/No	2/0						
Total		02	(%)	(%)	(%)	(%)	(%)	(%)
Part 7 - Waste Management (10 Marks)	Condition	Marks	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained
71 Adomista number of hine with lide	Available /Not available	1/0						
7.3 Lideofthis kine alsood	Vor Mo	1/0						
		1/0						
	Sausiacory/unsausiacory	n/T						
//4 Separation/Segregation of waste	Yes/No	1/0						
7.5 Final disposal of waste	Sate/Unsate	1/0						
7.6 Management of waste water	Safe/Unsafe	1/0						
7.7 Adequate number of toilets and urinals	Yes/No	1/0				10		
7.8 Location of toilets and urinals	Safe/Unsafe	1/0						
7.9 Cleanliness and maintenance of toilets and urinals	Satisfactory/Unsatisfactory	1/0						
7.10 Septic tank/Soakage pit/Direct pit/Lateral pit of toilets	Safe/Unsafe	1/0						
Total		10	(%)	(%)	(%)	(%)	(%)	(%)
Part 8 - Condition . Standard & Cleanliness of Food (05 Marks)	Condition	Marks	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained
81 Condition of frond / Raur materials	Catiefactomy/llneatiefactomy	1/0						
8.2 Dienlaur Davbaniner für seile Adelitioner	Satiefactory/Uncatiefactory	1/0						
0.2. Display rausaging tur sair/urtivery 0.2 Turost inferted //r.t.dated food and food milit for human ananumitan	Satisfacturity/ Ultsatisfacturity	1/0						
8.3 Insect intested/Out dated lood and lood unit for human consumption	NO/YES	1/0			a set on the set of the	and the second sec		
84 VIORUON OF REQUIRENCES	No/res	1/0						
6.5 Separauon/Storage of 1000 that are unwholesome/outgated to be returned	saustactory/unsaustactory	n/1						
Total		8	(%)	(%)	(%)	(%)	(%)	(%)
Part 9 - Health status and training of food handlers (10Marks)	Condition	Marks	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained
9.1 Personal hygiene	Good/Satisfactory/Unsatisfactory	2/1/0						
9.2 Wearing of protective clothing	Good/Satisfactory/Unsatisfactory	2/1/0						
iseases	No/Yes	1/0						
9.4 Good health habits	Practiced /Not practiced	1/0						
9.5 Maintenance of health records of employees	Good/Satisfactory/Unsatisfactory	2/1/0						
9.6 Maintenance of records regarding training on health of employees	Good/Satisfactory/Unsatisfactory	2/1/0						
Total		10	(%)	(%)	(%)	(%)	(%)	(%)
Part 10 - Display of Health Instructions, Record Keeping & Certification (05 Marks)	Condition	Marks	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained	Marks Obtained
10.1 Display of instruction and health messages for the consumers/employees	Yes/No	1/0						
10.2 Entertains consumer/employee complaints and suggestions	Yes/No	1/0						
10.3 Steps taken to prevent smoking within the premises	Yes/No	1/0						
10.4 Issuing of bills and record keeping when selling/purchasing food	Yes/No	1/0						
10.5 Availability of accredited certification on food safety	Yes/No	1/0						
Total		05	(%)	(%)	(%)	(%)	(%)	(%)
Total Marks of 10 Sadions	10 Sactions	100	170 1	170 1	170 1	170 1	170 1	170 1
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# 3.3 Food Sampling

Food sampling plays a vital role in the implementation of the Food Act and Regulations framed under it. Therefore it is imperative that the Authorized officers (A.O.) should possess a proper knowledge of food sampling.

**Objective-** To prevent fraud by substitution and injury to health of the consumers

Sampling -Basic a minimum of two samples per month.

This is not a hard and fast rule. The Authorized Officers who work in urban areas with a large population may obtain more than 2 samples. Other than the normal routing sampling the A.OO might have to obtain samples under special circumstances. Sampling should be systematic so that all traders are dealt with. The food items sampled should cover as a wide range as possible.

#### Arrangements

The A.O.O. should do sampling according to an approved programme. This could be arranged at the monthly conference. The date for sampling may be included in the monthly advanced programme. The assistance of another officer, preferably a PHI should be obtained in all cases of formal sampling to provide corroborative evidence. Informal sampling may be done individually as no prosecution is involved.

#### Equipments

- 1- Wax seal, sealing Wax, a candle, box of matches etc.
- 2- Envelopes, Grease proof paper (grocery bags & shopping bags) twine
- 3- Clean, wide mouthed bottles for items like Ghee, Butter etc.
- 4- Clean, narrow mouthed bottles for other liquids
- 5- A pair of Scissors or a knife, spoon for mixing and a bowl
- 6- A funnel for filling bottles in the case of liquids
- 7- A clean towel or a duster
- 8- Labels for sampling
- 9- Pocket note book, the authority card & the Food Act
- 10-Preservatives such as formalin, Surgical spirit & some cotton wool

#### Routine Sampling

Approach the trader in a friendly manner. Inform him about your intention. Inspect the shop without disturbing his other transactions. Ask for what you intend sampling & the quantity required. Pay the shop keeper the market value of food you purchased for examination or analysis. This is a legal requirement according to the Amended Food Act (Miscellaneous) Regulations 1984 published in the Government Gazette Extra – ordinary No. 615/11 of 19<sup>th</sup> June 1990. Ordering and payment should be preferably done by the officer in whose area the sampling is being done. Write the note book on the spot accurately in detail. Original containers & wrappers should be retained for use in case of prosecution. Shop keeper should be immediately notified that the Article purchased is to be analyzed by the Approved Analyst.

**Division of samples-** Wherever possible, divide the sample in to requisite three parts. Certain foods require special attention.

**Milk-** Contents of bottles should be poured into a container and should be shaken well. Transfer the contents in to another container.

This process should be done three times. Let the vendor examine the sample bottles before filling the bottles with the help of a funnel. Add two drops of formalin and shake the bottles before sealing.

**Butter-** No papers to be used. Place samples in wide - mouthed bottles without pressure being exerted in order that water content does not exude.

**Ghee-** If purchased in a large bottle, obtain the samples with the help of a clean equipment. Do not hit.

**Powders-** If purchased in packets of same, make open the packets and put the contents into a bowl and mix thoroughly before division. Put the empty packets in an envelope and seal. May obtain the signature of the seller.

**Oils-** Sample in bottles; do not use polythene packs.

#### Sealing of samples

This should be done in good faith. There should be transparency. Mixing, division and sealing should be carried out in full view of the person from whom the sample was purchased. He may be allowed to verify the identity of labels attached to the portion of the samples. He may be permitted to affix his seal or place the thumb impression on all three parts. The A.O. shall identify the three parts as the sample, duplicate and the owner's portion. The part identified as the samples shall be forwarded to the approved analyst for analysis together with the memorandum set out in the schedule hereto. If the sample is sent under registered cover the slip issued by the Post Office must be kept safely. The receipt issued by the shop keeper or the vendor has to be in safe custody. Include the details of sampling in the food analysis register. Act promptly as soon as the report is received from the analyst.

#### 3.4 Household Food Safety

It is very important that food safety should be community based. Action should be taken to maintain food safety from the household level. Community should be educated regarding the safety of food. It is very important to educate community about the "five keys to safe food" declared by WHO.

#### Keep clean

- Wash your hands properly with soap and water before handling food and often during preparation
- Wash your hands after going to the toilet
- Wash and sanitize all surfaces and equipment used for food preparation
- Protect kitchen areas and food from insects, pests and other animals

#### Separate raw and cooked

- Separate raw meat, poultry and seafood from other foods
- Use separate equipment and utensils such as knives and cutting boards for handling raw foods
- Store food in containers to avoid contact between raw and prepared foods

# **Cook thoroughly**

- Cook food thoroughly, especially meat, poultry, eggs and seafood
- Bring food, like soups and stews to boiling point to make sure that they have reached 70°C. For meat and poultry, make sure that juices are clear, not pink.
- Reheat cooked food thoroughly

## Keep food at safe temperature

- Do not leave cooked food at room temperature for more than 2 hours
- Refrigerate promptly all cooked and perishable food (preferably below  $50^{\circ}$  C)
- Keep cooked food piping hot (more than 60 °C) prior to serving
- Do not store food long even in the refrigerator
- Do not thaw frozen food at room temperature

#### Use safe water and raw materials

- Use safe water or treat it to make it safe
- Select fresh and wholesome foods
- Choose foods processed for safety, such as pasteurized milk
- Do not use food beyond its expiry date

# Awareness Programmes on Food Safety

It should be borne in mind that the easiest and important methodology in achieving Food hygiene promotion is by creating good attitudes and behaviour among people by imparting knowledge in food safety. It is the responsibility of the PHI to prepare programmes and implement.

- School community including children
- Housewives
- Servants who assists in the kitchen and child care
- Mothers
- Food handlers (Including those who prepare food at alms giving, weddings etc. in the village)
- Managers, Supervisors etc of food handling establishments
- Street vendors
- Consumers
- Government and Private institutions
- Voluntary organizations
- Community larders and other target groups

Awareness programmes should be planned according to targets groups to be addressed. Usage of simple educational materials enhances the effectiveness of the session. Person, who advocate should be a Role Model and enhance the good food handling habits as well as during the session and even in other programmes.

It will be easier to implement these activities by forming a voluntary organization for food safety in the range of PHI. It is important to use a methodology of communication that suits the target group. The flow of the massage could be increased by using a methodology where the participation of the community (participatory methodology) is

involved. Further creation of essential skills should be done. eg. correct way of cleaning hands, cleaning of utensils, thawing of freezed food. The correct method is to utilize a lesson plan for every programme.

# 3.5 Street Vended Food

Street foods are sold in almost every country in the world. The FAO/WHO Codex Alimentarius Commission defines "street-vended foods" or its shorter equivalent "street foods" as ready-to-eat foods prepared and/or sold by vendors and hawkers especially in the streets and other public places.

#### Street food sector

Street foods show great variation in terms of ingredients, processing, methods of marketing and consumption. They often reflect traditional local cultures and exist in an endless variety encompassing meals, drinks and snacks. There is much diversity in the raw materials as well as in the method of preparation of street foods. In addition, there are differences in the places where street foods are prepared and can be broadly grouped as follows:

- a) Food prepared in small-scale food factories or traditional workshops
- b) Food prepared in the home
- c) Food prepared in markets
- d) Food prepared on the street.

The types of street food operations and their time of operation vary. Vendors could be either part-time or full time and can be generally classified as either stationary or ambulatory. Stationary vending stalls may be permanent or semi-permanent structures. Ambulatory vending operations may include carts, bicycles, vans or vendors may simply carry their wares.

#### Need to improve street foods

The street food sector has become an important component of food distribution system in many cities in both developing and industrialized countries, particularly for midday meals. However, certain street-vended food can pose significant risk to consumers due to microbiological contamination. The risk is dependent primarily on the type of food, the method of preparation and the manner in which it is held before consumption

In addition to microbial hazards, street foods can become contaminated with high levels of toxic chemicals including pesticide residues, heavy metals, mycotoxins and unapproved food additives, such as textile dyes. Contaminants may also enter the food under the street conditions where dust and vehicular traffic raise pollution levels.

These foods have various health implications on non communicable diseases too. It has been found that various carcinogenic chemicals such as acrylamides may be formed when foods containing carbohydrates are fried or baked at high temperatures. Further, using cooking oils several times to cook or fry street food, which is a common practice in this business, increases production of free radicals, various mutagens, trans fatty acids

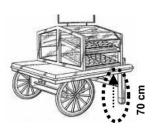
and other various toxic by products which have effects on non communicable diseases, such as Ischemic heart diseases, Cancers and Diabetes mellitus.

Food Act No 26 of 1980 regulates the manufacture, importation, sale and distribution of food in the country. In Sri Lanka the laws governing food safety and quality in authorized and licensed premises (formal sector) are applied to the street food sector too. In Sri

Lanka street food stalls/vendors are not licensed by the local authorities or the municipal authorities; but a permit which could be valid for a period of one year is issued after a payment of a fee. Inspections and Recording Inspection Rating form H- 800 (Rev) can be used to inspect and follow up this sector periodically. However, it has been observed that the provision of acceptable level of urban basic services such as water and garbage disposal facilities; and public latrines by urban local authorities can contribute to improved food safety and standards of this sector.

#### Requirements in the Hygienic Handling of Street vended food a) Vending units, equipment and utensils

Vending units should be designed and constructed so that they could easily be cleaned and maintained. Preparation should not be carried out on or near the ground. Working surfaces should be hygienic, impermeable, easy to clean (like stainless steel), 60 to 70 cm. from ground (e.g Vending cart shown below). Premises used for preparation, processing and sale should not be used for non food practices such as, sleeping purposes which will lead to contamination of food with biological, chemical and physical hazards. It should be protected from sun, wind and dust.



#### b) Water supply

Water is a critical raw material in many street food vending operations. The ambulant vendor can carry only limited supplies and even stationary food stalls may not have direct access to a water supply. Water used for drinking and preparation of beverages should be potable. Ice to be used in beverages and food should be prepared from potable water transported and stored in a sanitary manner.

#### c) Transportation, handling and storage of prepared food

The vehicles used for transport of food should be clean and should not carry animals, toxic materials, contaminating materials with the prepared food. Transport, receipt and storage of perishable and potentially hazardous food (like milk, meat, fish, egg) should be within time and temperature standards (within 4hours) in covered condition. Handling of cooked food should be kept to a minimum to reduce the likelihood of introducing pathogens. Raw, semi cooked and cooked food should be stored separately.

Cross contamination at street food setting can be observed when, e.g Making Kottu – Rotti- Uncleaned raw eggs are cracked and cooked food prepared at the same cooking table without cleaning it. Extra care should be given when preparing kottu –dirt on the egg shell can contaminate food. Soaps, Chemicals, Sanitizers and foods should be stored separately.

# d) Waste disposal and pest control

Liquid waste should be emptied into the nearest sewer or drain. Solid waste should be kept in covered containers to be removed by a public garbage collection system. Area should be kept clean and tidy to avoid pest infestation.

### e) Serving food

Food should be handled, served or sold with clean equipment and utensils i.e. tongs, forks, spoons or disposable gloves, never handle with bare hands. Utensils/cutlery should be clean and dry and not handled by touching the surfaces that come in to contact food. Separate utensils (e.g. tongs, scoops etc.) should be used for each type of food and should be covered. Take-away food should be wrapped in fresh paper / plastic which is non toxic.



Naste

Bin

# f) Food Handler

Food handler can often be a major source of contamination. The practicing of good personal hygiene is essential for those who handle food and include,

- Maintaining good personal habits
- Knowing when and how to wash hands correctly
- Wearing clean protective clothing
- Maintaining good health and keeping away from business temporarily when ill to avoid spreading possible infections
- Practicing food hygiene knowledge and principles

Activities that encourage hand/mouth contact such as smoking or the chewing of gum, tobacco, betel nut or finger nails can also lead to food contamination and must be avoided. The same also applies to the tasting of food during preparation. Similarly food handlers should not spit, sneeze or cough over food, or pick their nose, ears or any other parts of the body. Should avoid handling food with cuts or sores or skin infections or having diarrhoea or vomiting or similar infectious diseases

#### g) Hand Washing

Majority of the vendors use a basin or a can of water to wash their hands and utensils. This is really a contamination system. Further this is inadequate for the use of daily practice Preferably a tap fitted, closed container protected from dirt, dust and insects could be introduced as seen below. This system will produce a continuous flow without having to introduce utensils that might be contaminated.



- > Where there is no reuse of water
- Where water used is collected into a bucket and eliminated

### g) Environmental hygiene

In many instances, the vending sites are not included within the city or town plans, and therefore amenities such as refuse collection are not available. Location should be away from rubbish, waste water, Toilet facilities, open drains and animals.Vans / Carts should be stationed only in authorised areas to ensure no interference with vehicular traffic / or obstruct pedestrians Area for food vendors only



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unsanitary conditions with little or no infrastructure support. However research has shown that the majority of food-related illnesses and death could be controlled, or eliminated, by the use of proper food handling techniques. Recently the WHO " Five Keys of Safer Food" have been successfully adopted in training street-food vendors based on the principles of Five Keys to Safer Food. Such training would enable vendors to implement good hygienic practices based on an understanding of some basic messages available at: the following website of the WHO.

http://www.who.int/foodsafety/fs\_management/No\_03\_StreetFood\_Jun10\_en.pdf