



FOOD HANDLING POLICY

Food safety is everyone's responsibility

Everyone who works with food at the Inverleigh Bowls Club is responsible for the delivery of safe food to the community and its Members. All food premises, including businesses, community sporting Clubs and not-for-profit groups, that sell food or supplying for free of charge are legally required to ensure that the food they prepare is safe for people to eat, regardless of the type or class of food consumed.

What We Need To Know:

If your community group or club sells food solely for the purposes of raising funds for charity or is a not-for-profit body, this information will help you understand your responsibilities under the Victorian Food Act 1984 (the Act) and your role in keeping food safe.

- Use an insulated cooler with plenty of ice or cool packs around the meat when transporting sausages to the BBQ area.
- Keep meat or any food being used in an insulated cooler and only remove them from the cooler when you're ready to cook them.
- Never leave meat sitting around at room temperature.
- Protect meat, bread and onions from insects and dust by keeping them wrapped or in sealed containers.
- Do not refreeze meat that has been thawed or not eaten after being cooked.
- Throw out any meat left over at the end of the day or competition.

Cleaning & Hygiene :

- Clean all your equipment and food preparation areas before and after you use them.
- Make sure there's somewhere for the food handlers to wash their hands, otherwise have suitable hand sanitisers available.
- Remove waste regularly from underneath the BBQ area or surrounds and make sure you wash your hands before resuming food handling.

Cooking

- Make sure all volunteers know how to handle food safely.
- Keep raw food separate from ready-to-eat food –never use the same plate, cutting board or tongs for raw and cooked foods.
- Always cook meat thoroughly.
- Always use clean utensils.

Allergies & Intolerances

Make sure foods containing ingredients that can cause allergic reactions (such as eggs, gluten, sesame, nuts, dairy, lupin and soybeans) are identifiable. For example, ask your supplier if there are any allergen sensitive ingredients in their meat and check the ingredient list of the sauce and/or mustard you supply. You should be able to provide accurate information about the ingredients in your food to your consumers. If you can't answer an allergen query with certainty, don't guess—your guess could be deadly for someone with an allergy. For more information on allergens go to the Food Safety Unit website at: <https://www2.health.vic.gov.au/public-health/food-safety/foodallergen-awareness>

Further Information

Inverleigh Bowls Club members and volunteers are encouraged to complete the Food Safety Unit's free online learning program, **DoFoodSafely**, to improve their knowledge of safe food handling techniques. This informative and fun program takes about an hour to complete and includes seven topics on food safety and a final quiz. Participants who score more than 90 per cent on the quiz receive a certificate. You can find the program at: <https://dofoodsafely.health.vic.gov.au> A register of all members with food handling certification will be kept in the office.