

Schedule (A) – Legal Requirements

Work you must do to comply with the law

Timescales (in bold) must be complied with. (IF YOU ARE HAVING DIFFICULTY IN COMPLYING WITH THE TIMESCALES LISTED THEN YOU MUST CONTACT THE OFFICER IMMEDIATELY TO AVOID FURTHER ACTION BEING TAKEN)

Compliance with Hygiene and Safety Procedures

No	Item	Timescale
1.0	<u>Temperature Control</u>	
1.1	<u>Salad Fridge</u> The temperature of the sandwich fillings (tuna mayonnaise, sliced beef and boiled eggs) stored in the “salad fridge” were too high. Such foods are likely to support the growth of food poisoning bacteria or the formation of toxins and must not be stored above 8°C. You must either adjust or service the refrigerator. If the refrigerator is not able to hold high-risk foods at or below 8°C, it must be replaced. Note: The tuna mayonnaise, sliced beef and boiled eggs were disposed of at the time of my visit.	Immediately
1.2	<u>Multi-deck Display Fridge</u> The temperatures of the prepared sandwiches in the multi-deck display fridge were too high. Such foods are likely to support the growth of food poisoning bacteria or the formation of toxins and should not be stored above 8°C. I was informed that these sandwiches are pre-prepared for the busy lunch time period and are generally displayed and sold within approximately 3 – 3½ hours. As discussed during my visit, high-risk foods intended to be served cold can be kept for service or on display for sale for up to a maximum of 4 hours if the temperature of the food is above 8°C. After 4 hours, the food must be refrigerated until it is sold, served or thrown away. The food must not be displayed again at room temperature. If the food is to be stored above 8°C you must introduce a system which will ensure foods are removed from display after 4 hours. You will need to have written records to demonstrate the display times of the high risk food. Alternatively, you must ensure that your fridge is operating at a temperature which will keep high-risk foods at or below 8°C.	Immediately

2.	<p><u>Cleaning and Disinfection</u> Although you had anti-bacterial sprays available it was not clear if one of the sprays used in the bakery area meets the required British Standard (the spray used in the shop and kitchen area does meet the British Standard).</p> <p>You must ensure that the products you use meet the BS EN Standard (see note below) or you need to change to one that does meet the specified standards and ensure that you and your staff use it according the manufacturers' instructions.</p> <p>Note:- The two official standards for how effective a product is against a range of micro-organisms are:-</p> <ul style="list-style-type: none"> • BS EN 1276:1997 updated by BS EN 1276:2009 • BS EN 13697:2001 <p>These standards demonstrate that a disinfectant is capable of reducing the levels of a range of bacteria, including <i>E. coli</i> under a set of specified conditions e.g. at a particular temperature, dilution and contact time. You should be able to confirm by looking at the label, that the new product meets the BS EN Standard, or if it is not clear from the label, contact the suppliers or the manufacturer for confirmation.</p> <p>You must ensure that effective cleaning and disinfection procedures are in place.</p>	Immediately
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Compliance with Structural Requirements		
No	Item	Timescale
1.	<p><u>Structure: Cleaning</u> The floor/ wall junctions in some areas of the bakery room were not clean.</p> <p>Thoroughly clean and disinfect the floor/ / wall junctions in the bakery room and thereafter maintain in a clean condition.</p>	1 week
2.	<p><u>Structure: Walls</u> The plastic cladding panels were coming away from the wall surfaces in the following areas:</p> <ul style="list-style-type: none"> • Inside the large prover "corridor"; • At high level in the middle kitchen area. <p>Repair/ replace the plastic wall cladding panels in the above-mentioned areas to leave surfaces that are securely fixed to the surface below. Then properly seal all joints between the panels and the wall/ floor/ ceilings to prevent any further lifting.</p> <p>Thereafter maintain the wall panels in a sound condition.</p>	3 months

3.	<p><u>Lighting: Bakery</u></p> <p>The lights in the area of the bakery where the chest freezers are located were not working. Food premises are to have adequate natural and/or artificial lighting to ensure lighting is of sufficient intensity to allow cleaning to be carried out thoroughly and to allow for effective monitoring for any pest activity.</p> <p>Repair/ replace the lights in the above-mentioned area.</p>	1 week
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Confidence in Management/Control Procedures Compliance

No	Item	Timescale
1.	<p><u>Written Food Safety Management</u></p> <p>You provided the Safer Food Better Business (SFBB) manual for inspection during this visit and although there was a long history of diary completion, it was noted that you have allowed the diary pages to lapse over the last two months as you did not get any new diary pages.</p> <p>As discussed during my visit, you must:</p> <ul style="list-style-type: none"> ▪ Complete the diary section of the manual on a daily basis; ▪ Ensure that any problems that occur are recorded in the diary along with the corrective action taken to remedy the problem; ▪ Record in the diary section the Extra Checks you carry out e.g. surveying your premises for pest activity, deep cleaning, probe accuracy checks etc.; ▪ Complete the Four Weekly Reviews. If any changes are identified you must update the relevant sections of your SFBB pack. <p>Please note that it is your responsibility as a food business operator to maintain the written food safety management system and therefore if you are using the SFBB manual, when you need new diary pages, you will need to obtain further sheets.</p> <p>A SFBB diary refill pack, which includes the 4-week Review sheet is available to download and print from the Food Standards Agency (FSA) website: www.food.gov.uk</p> <p>You must as a priority complete these records and maintain them on an ongoing basis.</p> <p>These records will form an important part of future inspections and must be kept up to date. You should be able to show how you meet this requirement on my next inspection or revisit.</p>	Immediately & ongoing