

We want you to operate safely and our customer to consume hygienic food. Since you run your own business operation at a private kitchen, it becomes hard for us to check and control everything from distance everyday.

You have the freedom to cook but you also have the following responsibilities to fulfil.

For partners, it is important to have the following checklist, documents and proofs so when the hygiene inspectors come and inspect the kitchen, you can provide them on being requested.

1. As our partner, you **own a red card** (Rote Karte / Erstbelehrung nach § 43 & 42 Infektionsschutzgesetz).
  - **Provide us a copy of it.**
2. You **study the food hygiene regulations (LMHV)** in order to be well-informed and competent of applying it to daily business.
  - Certificate is not obligatory. If you're a chef, we believe you got this knowledge through your studies & working experiences.
  - (For non-chefs): **With us is shared how & what they studied** in couple of sentences long document.
3. Your **business has been officially registered**.
  - You can start offering food on our platform if you're in an ongoing process of registration, but it should be done as soon as possible (and completed within 3 months after getting Rote Karte).
  - Any business/freelancing work which is registered and has nothing to do with food is not sufficient and you will need to register a new business. Form of business will be Einzelunternehmen / Sole Proprietorship
4. **Business operations self-control** (soft HACCP) - things like: Fridge / freezer temperature; when the kitchen / fridge was cleaned; pests control...
  - You learn about it in LMHV video/links provided from us.
  - **Have standard papers to track with data of temperature, cleaning, ingredients and allergens.** Download from *Useful Downloads* section.
5. You need to **measure & document the temperature** of the fridge & freezer regularly. You need to **have a thermometer for refrigerator**.
6. You need to **measure & document the temperature of the food** at the pick-up regularly. It should have more than 65 degrees if hot or be below 5 degrees if cold. If handing over cold, we recommend to add a heating manual (e.g. "heat up for 5 minutes in the microwave).
7. You need to **clean your kitchen regularly and document it** (dates of cleaning).
8. You need to **clean the fridge and freezer regularly and document it** (dates of cleaning).
9. **Keep the food separated and stored** (in boxes and labelled). You need to **separate your private and commercial food**. Our recommendation is to have a separate cupboard, refrigerator, freezer.
10. You need to **keep the receipts** in order to make it possible to **track when you bought what** food/ingredients.
11. **Products need to be labelled** (when opened); or if you for example made some home-made sauce (e.g. for the next day) must be on the label when you made it.
12. Use **specific products to clean** the surfaces, oven, fridge or other machines. As well as **different sponges for different use**.

**13. Basic hygiene standards for you as a chef (especially Covid-19):**

- shower yourself every day
- wash your hands more often
- use a cap, gloves, mask and proper clothes
- no animals in the kitchen.
- smoking is not allowed in the entire home.

**14. To-do list to comply with hygiene standards.**

- Keep your documents in one file. Rote Karte, Gewerbeanmeldung, Temperature sheet, Cleaning timetable
- You should have a different set of utensils for professional purpose and you keep them separate than the private one
- You have a second refrigerator and you lock it.
- You have a second sink in the kitchen for washing hands only. You do not wash the hands in the same sink in kitchen where you wash the vegetables.
- You do not allow anyone in the kitchen while cooking professionally.
- You must not smoke in the apartment.
- You should be aware of regulations for handling the meat.

# HomeMeal