

## 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)**

#### Management

No	Item	Timescale
1	<p>I was pleased to see controls and some documentation in place at the time of the inspection to help make sure food produced at your premises is safe. However, as discussed, you have not carried out the kind of logical but simple analysis of the food safety hazards present that is required by current food legislation.</p> <p>In order to comply, you need to show some clearer evidence that you have thought about your business procedures and identified significant food safety hazards and are properly controlling them. I have ordered a Safer Food Better Business Pack for you. Completion of the front section (Safe Methods) will enable you to comply with this requirement.</p> <p><i>Regulation (EC) 852/2004 Article 5 para 2 (a-e)</i></p>	<b>3 months</b>
2	<p>I was pleased to note that you are keeping chilled food storage temperatures in your diary, along with any associated corrective action. However, as discussed I have provided you with a sheet of opening and closing checks which can be attached to the front of your fridge which you should complete on a daily basis. This will confirm you are performing <b>all</b> the opening and closing checks associated with your food operation. A list of opening and closing checks can be found in the Safer Food Better Business Document. You can add extra checks that you perform to this list if you wish.</p> <p><i>Regulation (EC) 852/2004 Article 5</i></p>	<b>3 months</b>

#### Hygiene

No	Item	Timescale
3	<p>The hygiene practices observed at the time of my visit were generally good. However the issue below requires your attention:</p>	
4	<p>There was no hot water to the wash hand basin in the staff WC due to a problem with the electrical supply to the water heater. Ensure there is a supply of hot and cold, or appropriately mixed, running water to the wash hand basin.</p> <p><i>Regulation (EC) No 852/2004 Annex II Chapter I Para.4</i></p> <p>At the time of my visit, you informed me that you had arranged for a plumber to fix this water heater. I appreciated your subsequent telephone call to inform me that this water heater had been</p>	

	repaired and the hot water supply has now been resumed.	
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Structure		
No	Item	Timescale
5	I was pleased to note that you have carried out some structural repairs to your kitchen since the last inspection. Although the kitchen area is small it is adequate for your current food operation. However, as discussed:	
6	The lino floor covering in the kitchen is becoming worn in places. You must consider repairing or replacing this floor covering and leave in a sound easy to clean condition. <i>Regulation (EC) No 852/2004 Annex II Chapter II Para. 1(a)</i>	<b>Review at next inspection</b>
7	The outside store is currently used for storing your chest freezers and vegetables only. Due to the structural standards of this store you must ensure that you do not store, prepare or handle any open food items in this area. <i>Regulation (EC) No 852/2004</i>	

**Timescale: - Immediately: 1 Week: 2 Weeks: 3 Weeks: 1 Month: 2 Months: 3 Months**