



health

Department:
Health
REPUBLIC OF SOUTH AFRICA

GUIDELINES FOR ENVIRONMENTAL HEALTH PRACTITIONERS ON FOOD SAFETY CONTROL AT SPECIAL EVENTS

DEPARTMENT OF HEALTH
DIRECTORATE: FOOD CONTROL

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GUIDELINES FOR ENVIRONMENTAL HEALTH PRACTITIONERS ON FOOD SAFETY CONTROL AT SPECIAL EVENTS

BACKGROUND

During the *All Africa Games*, an international sport event that took place a number of years ago in Johannesburg, Gauteng, a serious food poisoning incident occurred when more than six hundred school children participating in the event became sick from food served to them at the games. The incident had a serious effect on the proceedings of the event and also received international media coverage, which caused an embarrassment for the organisers and the country as a whole.

Although the relevant local health authorities responsible for food safety control were to some extent involved in the organisation and arrangements of the event, the incident in question illustrated major deficiencies in this regard. The organisers were, among others, not aware of the importance of ensuring proper measures for the control of food handling during the event and the lack of involvement of the relevant authorities in this regard resulted in a situation which lead to the incident in question.

As a result of the shortcomings, a need was identified for the development of a guideline containing information aimed at the effective introduction of food safety control at events such as the games and which is for the purpose of this document referred to as 'special events'. The purpose of these guidelines are therefore to serve as document providing information on what is expected from the food control (health) authorities in the country responsible for ensuring that the food handled and served at special events will not be detrimental to the health of the consumers. It is further intended to emphasise the responsibility of the organisers of special events to fully co-operate with the relevant health authorities in this regard, and especially persons who will be responsible for the supply and handling of food during the event.

Special events refer to situations which are of a limited time duration and which took place at venues which are not operating on a continues basis and is therefore considered as an *ad hoc* situation. It include international, national and local events such as sport, cultural, governmental, trade, etc., and examples are the recent world summit on sustainable development, the cricket world cup tournament, agricultural shows, music festivals, open air church services, etc.

Food safety control refers within the context of these guidelines to a mandatory regulatory activity of enforcement by the relevant health authorities to provide consumer protection and ensure that all foods during transportation, handling, storage, processing and distribution are safe, wholesome and fit for human consumption and conform to all safety requirements and are honestly and accurately labeled as prescribed by law.

The contents of the guidelines will firstly, provide an overview of the significance of food safety in general, secondly, a description of the food control legislation applicable in South Africa, as well as the role and responsibilities of the food control (health) authorities concerned. Lastly, the information received from the Johannesburg Metro regarding the

approach they followed during the World Summit on Sustainable Development (WSSD) are included and serve as a case study for others to, hopefully, benefit from.

FOOD SAFETY – AN OVERVIEW

Contaminated food and water have been known to be sources of illness in human societies since antiquity. Food borne diseases are still among the most widespread health problems in the contemporary world. In rich and poor countries alike, they impose substantial health burdens, ranging in severity from mild indisposition to fatal illnesses.

Food contamination by biological agents of disease is now recognised as a major public health problem all over the world. The migration of millions of people (tourists, immigrants, refugees) has resulted in the international spread of human enteric pathogens. Food habits have changed significantly in recent decades and increasing environmental pollution resulted in new transmission cycles and hence the contamination of a high percentage of food and feed lots. Apart from epidemic diarrhoeal-diseases such as cholera, it is estimated that currently up to 70% of diarrhoeal episodes in infants may be of food origin. This is especially important in the case of South Africa where it is estimated that almost a third of the population has no access to safe drinking water, and almost half no access to proper sanitation.

Food safety is an increasingly important public health issue and according to the WHO, governments all over the world are intensifying their efforts to improve food safety. A major contributing factor in this regard derives from the globalisation of the world as we know it and the emphasis placed on and the interest shown in the importance of the safety of food crossing national boundaries in international trade. Together with this, there has been a dramatic increase in the number of people travelling internationally for, amongst other, tourism and business purposes, including the attendance of special events such as sport, cultural and others.

The socio-economic costs of food borne illness include loss of productivity, loss of income, loss of trade, resulting in a loss of job opportunities and therefore unemployment and possible increase in crime, loss of food as a result of recalls and condemnations and loss of tourism. It is however, the damage that incidences such as the All Africa Games can cause to the reputation of South Africa as a desirable destination from a food safety point of view which is probably the most serious consequence economically.

The services rendered by health authorities in South Africa aimed at ensuring that the food consumers are exposed to do not cause them any harm, are generally referred to as “food safety control”. This can be defined as a mandatory regulatory activity of enforcement by the relevant health authority to provide consumer protection and to ensure that all foods during production, handling, storage, processing, and distribution are safe and fit for human consumption and conform to safety requirements as prescribed by law.

FOOD SAFETY CONTROL LEGISLATION IN SOUTH AFRICA

Legislation and other regulatory measures aimed at ensuring that the food we eat is safe and handled hygienically are probably one of the oldest statutory arrangements to be found in society. Through the ages, a need existed for controlling the activities of people whose actions were aimed at producing, processing, manufacturing, or preparing food intended for consumption by others, by means of what is today generally referred to as food laws. Originally, these measures were religion based but nevertheless aimed at protecting people from the real as well as potential risks to their health and general well being which can derive from contaminated or unsafe food.

Thus, to ensure effective food control, it is crucial that South Africa's Food Safety Control Program contains food control regulatory activities that are enforced by local authorities to provide consumer protection, by ensuring that foodstuffs are safe and suitable for consumption.

Food legislation in South Africa is the responsibility of mainly the health and agricultural sectors and the following legislation is presently the responsibility of the health sector in this regard:

The Foodstuffs, Cosmetics and Disinfectants Act, 1972 (Act 54 of 1972):

This Act governs the manufacture, sale and importation of all foodstuffs from a food safety control point of view. The Act is supplemented by a comprehensive set of Regulations published by the Department of Health aimed at setting the minimum standards and requirements all foodstuffs should comply to, including the correct labelling thereof. Included under Annex A is a list of the Regulations in question.

The Health Act, 1977 (Act 63 of 1977):

Regulations promulgated under the Act govern, among others, the hygiene aspects of food premises and the transport thereof; milking sheds and the transport of fresh milk; and, the inspection of premises, stipulating for instance the powers and duties of inspectors authorised in terms of the Act. A list of the regulations in question is included under Annex B.

An extensive set of regulations related to the handling of food: *The Regulations Governing the General Hygiene Requirements for Food Premises and the Transport of Food (R. 918)*, were published by the Department of Health on 30 July 1999. These regulations are applicable to all food handling situations, including restaurants, café's, shabeens, taverns, caterers/suppliers at special events etc., and covers the following important aspects related to the requirements for the handling of food:

- Prohibition on the handling and transport of food
- Standards and requirements for food premises
- Standards and requirements for facilities on food premises

- Standards and requirements for food containers
- Standards and requirements for the display, storage and temperatures of food
- Standards and requirements for protective clothing
- Duties of a person in charge of a food premises
- Duties of a food handler
- Standards and requirements for the handling of meat
- Standards and requirements for the transport of food
- Provisions concerning unprocessed products

A certificate of acceptability issued by the relevant local authority is required before food can be handled by any person, including those involved in food handling at special events. The owners or persons in charge of such premises are advised to contact the Environmental Health Services of their respective local authorities for assistance and further information regarding the mentioned certificate, as well as on any other health requirements for the handling of food included in the above-mentioned legislation.

ROLES AND RESPONSIBILITIES OF STAKEHOLDERS

The involvement of the various food control authorities within the health sector, organizers of special events and the caterers / suppliers of food, are the three most important role players responsible for ensuring that the food safety management aspect is effectively addressed during special events.

Within the health sector, the Government of South Africa has adopted the Primary Health Care (PHC) approach through the *National Health Plan for South Africa* and the Reconstruction and Development Programme in 1994, and subsequently the *White Paper on Health: Towards a National Health System*, published in November 1996. The *White Paper* provides for the establishment of a national health system in South Africa, which will in broad consist of three levels for public health service delivery with each level responsible for specific functions. These functions provide *inter alia*, for the rendering of services aimed at ensuring the safety of foodstuffs handled and supplied at special events.

1. THE HEALTH SECTOR

The following is a description of the roles, functions and responsibilities of the various food control authorities within the national health system regarding.

a) National Department of Health

The following broad functions as determined by the *White Paper on Health*, is the responsibility of the Department:

- Overall co-ordination
- Determination of policy (national norms and standards)
- Monitoring (auditing)
- Supporting the provinces
- International liaison and co-operation

The Directorate: Food Control, included in the Chief Directorate: Pharmaceutical and Food Services, is directly responsible for all matters related to food safety Control at a national level and addresses this through the following broad objectives within the *Health Sector Strategic Framework's Ten Point Plan 2000-2005 (1999)*:

- To protect consumers and facilitate trade by preparing and administering food legislation, regulations, policy documents and guidelines that are in line with international standards;
- To ensure safe food intake as well as compliance with legal requirements by exposure studies and monitoring/auditing programmes;
- To promote the health of people by informing and educating consumers, industry and law enforcers;
- To ensure the Department of Health fulfils its obligation as National Contact Point of the Codex Alimentarius Commission; and,
- To participate in the development of a new food control system for the country.

For more information on the role and responsibilities of the National Department of Health regarding the control of foodstuffs, contact details are as follows:

Department of Health
Directorate: Food Control
Private Bag X828
Pretoria 0001
South Africa

Tel no: 27-12-395 8800

Fax no: 27-12-395 8854

E-mail: pretoa@health.gov.za

Web page: [http://www.doh.gov.za/healthtopics.php?t=Food Control](http://www.doh.gov.za/healthtopics.php?t=Food%20Control)

The Directorate has made available on its web page the contents of all the food control related legislation provided for under the *Foodstuffs, Cosmetics and Disinfectants Act, 1972 (Act 54 of 1972)* and the *Health Act, 1977 (Act 63 of 1977)*, including the regulations concerned included in Annexes A and B. The following national guidelines which are, *inter alia*, of relevance to food safety control at special events are also available on the web page:

- Guidelines for the management and health surveillance of food handlers.
- Guidelines for Environmental Health Officers on the interpretation of microbiological analysis data of food.
- Guidelines for an Environmental Health Officer (EHO) engaged in food poisoning investigations

b) Provincial Health Departments

Due to the restructuring of the public health sector implemented after the first democratic election in the country in 1994 and based on the *White Paper* for health, food safety control as a component of a comprehensive Environmental Health Service, became the executive

responsibility of the nine provincial health authorities. The *White Paper* specifies the following broad functions as the responsibility of the provincial health departments, *inter alia*, also related to food safety control:

- Support, monitor and evaluate district (local) level services
- Provide certain specialist provincial level services, such as Port Health Services
- Co-ordinate health services within each province
- Formulate norms and standards for district health services
- Formulate protocols and strategies, such as these guidelines, for health programmes

Contact details of the Environmental Health Services of the nine provinces are available on the web page of the Directorate: Food Control

c) **District & Metro Municipalities**

In terms of the Health Act 2003 (Act 63 of 2003) District and Metro Municipalities are responsible to render Municipal Health Services. **Municipal health services** include the following and are rendered by **Environmental Health Practitioners (EHPs)** employed in the **Environmental Health Services** of the Municipalities:-

- (a) Water quality monitoring
- (b) Food control**
- (c) Waste management
- (d) Health surveillance of premises
- (e) Surveillance and prevention of communicable diseases, excluding immunisations
- (f) Vector control
- (g) Environmental pollution control
- (h) Disposal of the dead; and
- (i) Chemical safety

The statutory mandate of local authorities related to food control derives firstly, from the authorisation of individual local authorities by the Minister of Health to enforce the provisions of the *Foodstuffs, Cosmetics and Disinfectants Act, 1972 (Act 54 of 1972)* and the regulations published thereunder within its area of jurisdiction. Secondly, the *Health Act, 1977 (Act 63 of 1977)*, apart from stating the responsibility of all local authorities to render *inter alia*, environmental health services, including food control, provides for various food hygiene related regulations.

Where a local authority is not in a position to render the service in question, the relevant provincial health authority becomes the responsible authority for this purpose.

The activities of local authorities related to food safety control generally centre around the following:

- Law enforcement based on inspections of food premises and sampling of foodstuffs, (including milk and other perishable foodstuffs).
- Routine monitoring of foodstuffs and food premises which includes inspections and sampling activities.

- Health education to food processors, handlers and consumers, especially within the informal sector.
- Advising existing and prospective entrepreneurs of requirements related to food premises and the safe handling of food.
- Controlling of imported foodstuffs, carried out by the provinces on behalf of the national component.
- Investigating and introducing appropriate control measures of all incidences of food borne diseases, which come to their attention.
- Investigating and taking remedial action of all food safety related complaints received.

Contact details of the various newly created local authorities are available on the web page of the Directorate: Food Control.

In conclusion, it is clear from the above-mentioned that the environmental health services rendered mainly by Environmental Health Practitioners employed by provincial- and local authorities make an important contribution to protect the people of South Africa from the detrimental effects of unsafe food, including at special events.

2. ORGANIZERS OF SPECIAL EVENTS

The organizers of special events are directly involved in the arrangements related to the provision of foodstuffs at these events, as well as regarding the participants and the people attending the event and who are normally the consumers of the foodstuffs in question. It is thus clear that the organizers must accept full responsibility for ensuring that the food safety management aspect receives the utmost priority during the planning stage prior to the event, as well as that the necessary food safety control measures are in place during the presentation thereof.

The broad responsibilities of the organizers can be listed as follows:

- To ensure that proper communication and liaison takes place between the organizers and the relevant Environmental Health Services of the local/provincial authorities during the planning stages of a special event regarding the food safety management aspects thereof. *The commitment of the organizer to support all decisions and parameters prescribed by the health authority is of utmost importance for the success of the event;*
- To ensure that all food safety control related requirements as prescribed by the relevant food safety legislation and required by the health authority concerned are communicated to all prospective caterers/ suppliers of foodstuffs at the event;
- To ensure that compliance to the mentioned requirements be included in the tender conditions of caterers/suppliers of foodstuffs at these events;
- To ensure full co-operation with the health officers of the relevant authorities during the event, which will include full access to all the food handling facilities for monitoring of compliance to health requirements; and,
- To inform the health authorities concerned of any food safety related incidences such as unhygienic conditions, occurrence of food borne illnesses, etc.
- To put a system in place with the medical care providers appointed for the event so as to ensure a free flow of information relating to potential food outbreaks

- The funding required for additional requirements ie. Additional water points, electricity, cooling / refrigeration facilities, office accommodation on site for environmental health staff, access control and accreditation.
- A Joint Operations Center (JOC) on the site of the event. Environmental health should be an integral part of the staffing of the JOC together with all other role players ie. SAP, Disaster Management, Emergency Services, Health Care Providers etc.
- To communicate to the health authorities concerned of all the intended accommodation facilities, restaurants, and other venues that will be used in connection with the event. Adequate time should be allowed for the authorities to complete the necessary audits / accreditation of these facilities.
- The organizer of special events may be required in some instances to cover the costs of staff overtime where special requests with regard to service delivery form part of the planning.
- To ensure that all contact details of all service providers, as well as alternatives, are made available to the health authority prior to the event eg. Chemical toilet providers, plumbers, electricians, water supply companies, food suppliers, caterers, vendors, chemical suppliers etc.

3. CATERERS / SUPPLIERS OF FOODSTUFFS

It is a direct and definite responsibility of persons handling and providing food intended for consumption by all those involved in special events, (participants, presenters, patrons, etc.), to ensure that the food is at all times handled in such a way that it does not cause harm to the consumer. It is required of them to ensure that their operations related to the handling of food at all times comply to the relevant food safety related requirements of the health authorities, especially those stated by the legislation in question as described earlier.

Apart from their own activities, it is the responsibility of caterers / suppliers to ensure that the sources where they obtain their foodstuffs, including raw materials, are safe and complies to all the health and food safety related requirements. Information related to these sources should be made available to the health authorities on request. Caterers and suppliers of foodstuffs should in turn ensure that each of their suppliers is certified in terms of R918.

Where ever possible caterers and food vendors should be encouraged to carry out on site preparation of food so as to eliminate the hazards associated with the transportation of pre-cooked food with specific reference to post cooking contamination and the maintenance of the temperature control chain.

LESSONS LEARNT – THE WORLD SUMMIT ON SUSTAINABLE DEVELOPMENT (WSSD) – A CASE STUDY

During 2002 the WSSD took place in Johannesburg, Gauteng, which is considered to be one of the largest special events of its kind ever to be organised worldwide. The Environmental Health Services of the Johannesburg Metro municipality was involved in the organization and eventual arrangements of the event regarding various environmental health related issues of which the monitoring and control of the food safety aspects represented the largest inputs.

The Metro approached their involvement in a structured, systematic and pro-active manner, which focused broadly on the following aspects and for which examples of the documents developed and implemented are attached:

- Formulating an Action Plan for Environmental Health which included a detailed budget estimate for the funds required to attend to the activities included in the plan. Compiling regular progress status reports based on the Action Plan (Annex C)
- Internal audit documents (Annex D) prescribing and recording the activities of their Environmental Health personnel including:
 - Shift activity report proforma
 - Guidelines for Environmental Health Officers
 - Circular on acquisition of food for WSSD and side events
- Standardized documents for food safety control operations (Annex E):
 - Standard operating procedure information document for food suppliers/handlers
 - Proforma for evaluation of establishments for accreditation purposes
 - Proforma for hotel, restaurant and food vendor record report
 - Information on standards for transportation of food
 - Proforma vehicle record report
 - Proforma notice on prohibition on the handling and or transportation of food
 - Proforma notice on seizure of foodstuffs unsound for consumption
 - Standard operating procedure for food sampling
- Standardized documents for food poisoning investigations (Annex F):
 - Standard operating procedure for the delivery of clinical specimens
 - Proforma patient questionnaire
 - Proforma Environmental Health Officer questionnaire

OPERATIONAL STRUCTURES

The WSSD was a national event and therefore the plans for environmental health were driven from not only a national perspective, but also from a local authority level.

National co-coordinating task team (Health, medical, fire and disaster management team)

Consisted of the following members;

- Disaster management from National Health, Gauteng Province and relevant Local Councils
- Environmental Health from Gauteng Province and the relevant Local Councils
- Medical Service provider – Netcare 911 and Emergency Services from Gauteng Health, Relevant Local Councils, South African Medical Services (SANDF) and all contracted health care providers (private clinics).
- National Health Laboratory Services.
- Fire Prevention Services of the various Local Councils.
- A representative of the event organizers (JOWSCO).
- SANDF Radio and communications specialists.
- South African national intelligence services

- City Managers Office – City of Johannesburg.

Meetings took place on a monthly basis from 9 months prior to the event. Two months prior to the event the event meetings were increased to once a week and twice daily for the duration of the WSSD. A debriefing and evaluation meeting took place 2 weeks after the end of the WSSD. A copy of the environmental health debriefing report is attached to this document as Annexure ‘G’.

Local level (Joint operations meeting – City of Johannesburg)

Consisted of the following members

- Representative of the event organizing committee.
- Communications
- Health Department
- Metro Police
- Fire and Emergency Services.
- Environmental Management.
- Planning, Development, Transport and Environment.
- City Managers Office.
- Communications.
- Metro Bus Services.
- Johannesburg Water.
- City Power.
- Johannesburg Roads Agency.
- Arts Culture and Heritage.
- Finance.

Meetings took place on a monthly basis from 12 months prior to the event. Two months prior to the event the event meetings were increased to once a week and daily for the duration of the WSSD.

Departmental and business sector meetings.

Several planning meetings with senior environmental health staff members of the 11 Regions within the city took place to discuss on the ground control measure to be instituted, the necessary additional training of both staff and business sector, ongoing audits of priority venues, accommodation establishments, relevant restaurants and other food outlets.

Workshops were conducted with all environmental health officers of the city in conjunction with the NHLS, The Directorate Food Control and National Health, Disaster Management to brief the staff on the relevant requirements for special events as well as best current practices. Important for the successful planning of environmental health interventions at any special event is to ensure that staff members are kept up to date with the all developments as the process unfolded.

A retainer was paid to the NHLS to enable them to prepare beforehand all equipment and media necessary so as to prepare for a quick analysis response in the event of a food related disease outbreak. This included the importation of certain commodities necessary to conduct specialized toxicology tests.

Equipment and consumables

Each venue and the environmental health members of the outbreak response team were equipped with sampling stations (10 in total) consisting of the following:

- Cooler box and trolley
- Ice bricks (8)
- Tool box
- A tool box equipped with:
 - Carving knife
 - Sharpening steel
 - Serving spoon
 - Soup ladle
 - Stainless steel jug
 - Scissors
 - Gas lighter
 - Ice cream scoop
 - Gas burner
 - Tongs
 - Flash light
 - Thermometer (one per environmental health officer)
- 1000 tamper proof seals / labels to secure samples
- Sampling bottles / packets and transport media.
- All necessary data capturing forms and laboratory control forms and labels.

The purpose of including the documents developed and used by Johannesburg Metro is to allow other local authorities responsible for the food safety control aspects at special events the opportunity to follow a similar approach in this regard and to utilize the documentation where necessary.

CONCLUSION

The Directorate: Food Control hopes that these guidelines will be of value to all the role players involved in the food safety control aspect of special events organised and presented in South Africa. It is further hoped that the sharing of the experience gained by the Environmental Health Services of the Johannesburg Metro in this regard will serve as a learning opportunity for others, which will ensure that special events in the country takes place without compromising the health of people as a result of unsafe food prepared and served at such events.

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The Department of Health, Directorate: Food Control wishes to acknowledge the assistance received from Mr. Nicky van Niekerk and Mr. David Jones of the Johannesburg Metro Municipality, Environmental Health Services for sharing their experiences on food safety control at special events namely, the World Summit on Sustainable Development (WSSD), as well as making available the documents included in the guidelines in this regard.

ANNEX A

FOODSTUFFS, COSMETICS AND DISINFECTANTS ACT, 1772 (ACT 54 OF 1972):**LIST OF REGULATIONS :**

No. R. 2627 - 12 December 1986

REGULATIONS - JAM, CONSERVE, MARMALADE AND JELLY

No. R. 2527 - 13 November 1987

REGULATIONS : GOVERNING EMULSIFIERS, STABILISERS AND THICKENERS AND THE AMOUNTS THEREOF THAT FOODSTUFFS MAY CONTAIN

No. R. 313 - 16 February 1990

REGULATIONS : GOVERNING TOLERANCES FOR FUNGUS-PRODUCED TOXINS IN FOODSTUFFS

No. R. 1183 - 1 June 1990

REGULATIONS : RELATING TO PERISHABLE FOODSTUFFS

Definition

Declaration of certain perishable foodstuffs

No. R. 1931 - 17 August 1990

REGULATIONS : GOVERNING RADIO ACTIVITY IN FOODSTUFFS
TABLE

No. R. 2486 - 26 October 1990

REGULATIONS : RELATING TO BAKING POWDER AND CHEMICAL LEAVENING SUBSTANCES

No. R. 2718 - 23 November 1990

REGULATIONS : GOVERNING THE COMPOSITION AND LABELLING OF RAW BOEREWORS, RAW SPECIES SAUSAGE AND RAW MIXED SPECIES SAUSAGE

No. R. 2554 - 25 October 1991

REGULATIONS : PROHIBITING GUARGUM AS A FOODSTUFF

No. R. 3128 - 20 December 1991

REGULATIONS : RELATING TO THE USE OF SWEETENERS IN FOODSTUFFS

No. R. 1809 - 3 July 1992

REGULATIONS : GOVERNING THE MAXIMUM LIMITS FOR VETERINARY MEDICINE AND STOCK REMEDY RESIDUES THAT MAY BE PRESENT IN FOODSTUFFS

No. R. 1468 - 13 August 1993
REGULATIONS : RELATING TO HERBS AND SPICES

No. R. 2034 - 29 October 1993
REGULATIONS : GOVERNING THE LABELLING AND ADVERTISING OF
FOODSTUFFS

No. R. 246 - 11 February 1994
REGULATIONS : GOVERNING THE MAXIMUM LIMITS FOR PESTICIDE
RESIDUES THAT MAY BE PRESENT IN FOODSTUFFS

No. R. 1518 - 9 September 1994
REGULATIONS : RELATING TO METALS IN FOODSTUFFS

No. R. 996 - 7 July 1995
REGULATIONS : RELATING TO SALT

No. R. 382 - 8 March 1996
REGULATIONS : ENFORCEMENT BY LOCAL AUTHORITIES

No. R. 1008 - 21 JUNE 1996
REGULATIONS : RELATING TO FOOD COLOURANTS

No. R. 1316 - 16 AUGUSTUS 1996
REGULATIONS RELATING TO EDIBLE FATS AND OILS

No. R. 692 - 16 MAY 1997
REGULATIONS GOVERNING MICROBIOLOGICAL STANDARDS FOR
FOODSTUFFS AND RELATED MATTERS

No. 574 - 28 March 1930
APPLICATION OF CERTAIN PROVISIONS TO SOAP, TOBACCO AND CERTAIN
OTHER ARTICLES.

No. 575 - 28 March 1930
REGULATIONS : REGARDING FOOD, DRUGS AND DISINFECTANTS.

INSPECTIONS AND INVESTIGATIONS, 2007

THE HEALTH ACT, 1977 (ACT 63 OF 1977)
REGULATIONS UNDER THE ACT:

- MILKING SHEDS AND THE TRANSPORT OF MILK (R. 1256 OF 27/6/1986)
- REGULATIONS GOVERNING GENERAL HYGIENE REQUIREMENTS FOR FOOD PREMISES AND THE TRANSPORT OF FOOD (R. 918 OF 30/7/1999)

ANNEX C

JOHANNESBURG WORLD SUMMIT ON SUSTAINABLE DEVELOPMENT ENVIRONMENTAL HEALTH ACTION PLAN					
ACTION	TASK	BY WHOM	BY WHEN	COMMENTS	COSTING
1. Food safety 1a. Food premises	<p>-Certification of food suppliers, premises and vehicles.</p> <p>- Environmental Health Central Co-ordinating Unit of The City Of Johannesburg to take part in the drafting of food tender documents.</p> <p>Notify responsible LA's of tenders accepted.</p>	<p>Eho's in Regions</p> <p>- Central to co-ordinate</p> <p>Central</p>	<p>May 2002</p> <p>After tender approval</p>	<p>-No food supplier(including suppliers of bottled water and beverages) to be allowed without a valid certificate of acceptability ITO Regulation 918 of 30 July 1999 framed under The Health Act No 63 of 1977.</p> <p>-Tender documents to stipulate the need for certificates of acceptability of supplier and sub-suppliers.</p> <p>-Environmental health to be notified at least 2 months in advance of successful tenders by organising committee, preferably earlier.</p> <p>-Environmental health reserves the right to withdraw any certificate of acceptability at which point the organisers should delete such supplier from the approved list.</p> <p>-Food suppliers are not to access food from any premises which has not been certified ITO R918.</p> <p>Mail, fax, email or telephonic.</p>	<p>Routine function of regions (certificates)</p> <p>Project managers expense (tender document)</p> <p>R11 000.00 – See Annexure 'A'</p>

ACTION	TASK	BY WHOM	BY WHEN	COMMENTS	COST
1e. Imported foodstuffs	Control of imported foodstuffs.	Provincial Env. Health	Ongoing	Organisers to inform province of foodstuffs to be imported.	See Annexure 'B' R405 000
1f. Special Dietary Requirements (Medical, cultural and religious purposes)	Control of special dietary foodstuffs.	Regional environmental health officer's Task Team	Ongoing	Organisers to inform env. health of foodstuffs to be used to meet special dietary requirements of delegates and the designated premises to be used to this end.	
	Overtime	Regions	Duration of event	Law enforcement presence at the event	
2. Health Promotion	Develop information pamphlet for delegates(in conjunction with organising committee)	Central Prov Health Prom Unit Com. Health NGO's SATOUR JHB Tourism Organising committee	May 2002	All delegates to be informed on Health & Safety Requirements through info packages relating to approval of eating establishments, reticulation water, rivers, anti-smoking requirements, noise control, vectors of disease, prophylaxis and a one call information hotline.	Organising committee to carry cost.
3. Accommodation Facilities	Evaluation of all Accommodation Establishments	Regional environmental health officer's SATOUR JHB Tourism Central	Ongoing	-Accreditation from Env. Health needs to be obtained by all Potential Accommodation facilities for delegates. -Current staff complement will not be able to handle the additional work load. -inform of noise control requirements	
	Develop guidelines for accreditation of Accommodation Est.	Central	March 2001	Tour booking agents to be informed of criteria used for accreditation.	

ACTION	TASK	BY WHOM	BY WHEN	COMMENTS	COST
1b. Training of food handlers	Develop standard working procedures for food handlers, casuals, cleaning staff for distribution to management of food suppliers	Central Regions Prov Health Prom Unit SAIMR	Regions to distribute and ensure compliance 2 months before the event	Food suppliers management to ensure that all staff is trained before and during the event	Pamphlets – R15 000 See Annexure 'A'
1c. Monitoring	Develop sampling strategy	Central Regions Prov Health Health Prom Unit SAIMR	June 2002	Central Environmental Health will co-ordinate sampling conducted by Regions and Environmental Health Task Team	
	Sampling	Regions, Task Team SAIMR CYDNA	After tender approval and for duration of event	Regions to be capacitated with necessary equipment. Special Task Team to be established to assist Regions	R103 750 See Annexure 'A'
	Analysis	SAIMR CYDNA	Ongoing	Bacteriological analysis	R50 000 See Annexure 'A'
1d. Special Environmental Health Task Team	Advertise posts	Central	End May 2002	Local newspapers	R1 500 See Annexure 'B'
	Appoint staff		One month prior to event	- 10 casual qualified Environmental Health Officers to be appointed for 1½ months to assist Regional Environmental Health Officers at venues	R100 000 See Annexure 'B'
	Procure transport	Central	Two weeks prior to the event	- Transport by means of 2 vehicles (Venture type)	R20 500 See Annexure 'A'
	Develop standard operating procedures for reaction to food-borne illness	Central	May 2002	Procedures to be drafted in consultation with other disciplines	

ACTION	TASK	BY WHOM	BY WHEN	COMMENTS	COST
4. Solid Waste disposal	Monitor at main venues	Regions Task Team	2 weeks before - until 1 week after the event	Contracts with venues to stipulate: - wet refuse removed twice a day - dry refuse to be removed daily - monitored by Task Team, Environmental Health Officers and the Region	Solid Waste to determine costing
	Provide contact details of venue managers	Project Manager	1 month prior to the event	For on site management and quick response to problems	
5. Liquid Waste disposal	Monitor at main venues	Regions Task Team	Duration of event	Contact number for responsible Official of Sewerage to deal with blockages	Sewerage to determine costing
6. Water	Monitoring of reticulated water supply	Regions	Ongoing	Routine monitoring of water quality	Routine cost carried by Regions
7. Water closet facilities	Monitor water closets: - clean - assessment of suitability / adequacy	Regions Region Water utility	- ongoing - one month prior to the event	Need to be informed of: - contact person for cleaning - contact person for urgent repairs - number of people to be using at each venue will determine required facilities	Venues to carry costs Project Manager / venue to carry cost of additional facilities?

ACTION	TASK	BY WHOM	BY WHEN	COMMENTS	COST
8. Noise	Community awareness	Central, Regions Jhb. Tourism SATOUR Organising committee Communications	2 months prior	Make community aware of the need for tolerance	Project Manager to carry cost
	Noise control	Region	Ongoing	Respond to complaints from community/delegates	Noise measuring equipment - See Annexure 'A' R80 000 Overtime - See Annexure 'B' R62 000

Annexure 'A'**Equipment**

Item	Cost
Calibrated, electronic thermometers - 15 @ R 450.00 each	R 6 750.00
Cellular telephone - contracts on short term rental - 15 @ R 300.00	R 4 500.00
- calls - 15 telephones @ R 300.00 per telephone	R 4 500.00
Laptop computers - 5 @ R 15 000.00 each	R 75 000.00
Sampling stations equipment - 7 @ R 1000.00 each	R 7 000.00
Analysis of food samples - R 50.000	R 50 000.00
Stationary - R 5000.00	R 5 000.00
Copy charges - R 10 000.00	R 10 000.00
Postage - R 2000.00	R 2 000.00
Printing - (guidelines and pamphlets) R 25 000.00	R 25 000.00
Noise measuring equipment - 2 @ R 40 000.00	R 80 000.00

Quotation for rental cellular telephones obtained from Imo Juma - 082-859-6666 or Oliva Vinden 289-8999 of Vodashop Rent a Phone.

Transport

Hire of vehicles - 2 X Venture type @ R 6000.00 each	R 12 000.00
Fuel - R 8 500.00 (200km / day x2)	R 8 500.00

TOTAL - Annexure 'A' R 290 250.00

Annexure 'B'**Staffing**

Item	Total
Advertisements - R 1500.00	R 1500.00
Salaries of task team (casuals) 10 @ R 10 000	R 100 000.00
Salaries of environmental health officers to assist with accommodation establishment evaluations (1 between 2 regions) - 5 @ R 10 000 for 2 months	R 100 000.00
Overtime - noise control - 60 hours normal time @ R 90.00 / hour in 11 regions	R 62 000.00
Overtime for food and venue control - 450 hours @ R 90.00 / hour	R 405 000.00

TOTAL - Annexure 'B' R 668 500.00

GRAND TOTAL R 958 750.00

Contact persons: Mr. J. P. van Niekerk - 082-801-5837
Mr. D.G. Jones – 082 718-3005

**WSSD – ENVIRONMENTAL HEALTH STATUS REPORT
AS AT 13 AUGUST 2002**

Task	Target date	By who	Completed	Comment
Action plan	May 2001	Core environmental health	On time	The action plan was costed and R913 750.00 was allocated on 9 November 2001.
Develop accreditation forms for accommodation establishments, venues and restaurants	August 2001	Core environmental health	On time	Accreditation forms were distributed to the regions for completion by end January 2002.
Accreditation of venues	End January 2002	Regional environmental health officers	On time	7 venues have been accredited
Accreditation of accommodation establishments	End January 2002	Regional environmental health officers	On time	46 hotels, including all headquarter hotels at the time were accredited. Note. Recent request for the Protea Hotel, Midrand and Park Plaza are in hand.
Accreditation of Protea Hotel Midrand and Park Plaza Hotel	End July 2002 1 August 2002	Region 1 & 2 and Region 3 environmental health officers	On time	A request has been referred to the relevant regions for finalisation. Further request forwarded to the respective regions to respond by 1 August 2002
Accreditation / certification of restaurants in Island Site and Ubuntu Village	End June 2002	Region 3	On time	75 restaurants were in evaluated in terms of R918.
Budget 2001 / 2002	End June 2002	Core environmental health	On time	3 laptop computers, 3 portable printers, equipment for 10 sampling stations and 50 thermometers acquired.
Application for accreditation of environmental health officers	13 August 2002	Core and region environmental health	On time	110 applications submitted to date. Environmental health officers to be accredited for access to all venues.
Sampling strategy – venues, hotels and restaurants	13 August 2002	Core environmental health regions and NHLS	On time	<ul style="list-style-type: none"> • Principle tied up with laboratory • Laboratory in process of costing a retainer • Sampling roster being compiled by core and regions – Bacteriological swabbing of Headquarter and restaurants in island sight to commence on 1 August 2002.
Sampling / swabbing roster	End July 2002	Core environmental health and Regions	On time 5 July 2002	In hand – Hotels, restaurants in island site and venue kitchens to be swabbed as from 1 August 2002.
Checkpoint Charlie – guidelines for environmental health officers	5 July 2002	Core environmental health plus regional task team	On time	Guidelines for environmental health officers to be followed at search park at Marlborough Testing Station
Search park, NASREC	26 July 2002	Core environmental health	On time 533 July 2002	Guidelines for environmental health officers to be followed at search park at NASREC
Evaluation sheets for premises and vehicles - Record document	End July 2002	Core environmental health	On time	To be used by environmental health officers for recording results of each evaluation of vehicle / premises done during the WSSD.

Develop information relating to standards for transportation of foods	27 June 2002	Core environmental health plus regional task team	On time	For distribution to Food suppliers.
Briefing session of food suppliers to Island site and Headquarter Hotels	28 June 2002	Core environmental health and Region 3	On time	Briefing session held at Sandton Convention Centre.
Briefing session of food suppliers to NASREC	15 August 2002	Region 9	In hand	Briefing session to be held with all suppliers to the Civil Society proceedings at NASSREC.
Standard notice for rejection of food delivery vehicle and prohibition of food handling.	5 July 2002	Core environmental health	On time	To be used by environmental health officers when rejecting vehicles not complying with prescribed standards for the prohibition of food handling on premises.
R 918 - update training for environmental health officers	28 June 2002	Directorate Food Control (National Health)	On time	Presentation by Mr. D. Pretorius. Emphasis on food safety at special events with a view to the upcoming WSSD – session attended by 125 environmental health officers.
Bacteriological auditing of food premises – update training / information session for environmental health officers	13 August 2002	Core environmental health and NHLS	On time	<ul style="list-style-type: none"> • Presentation to be done by Mr. Rob Stewart / Prof A. Duse. • Information handout to environmental health officers by core environmental health.

Letter to the Director Health -staff arrangements regions	5 July 2002	Core environmental health	On time	Director Health to request the City Manager to arrange with the Regional Directors for the release of nominated environmental health officers for the period of the WSSD as indicated per official roster.
Finalisation of staff arrangements from regions	26 July 2002 1 August 2002	Director: Health City of Johannesburg	No	Response from each Regional Director is required in writing. Further request to regions to submit names on 30 July 2002. Response from RD still awaited (13 August 2002). Director Health to follow-up.
Required resources list – staff / facilities / equipment	5 July 2002	Core environmental health and Regions	On time	Subject to change due to inadequate information available on the events.
Allocation of specific staff to venues and tasks	9 August 2002	Core environmental health and Regions	On time	<ul style="list-style-type: none"> • Dependant on updated list of events, dates, times etc. • Number of staff available dependent on co-operation of regions and finalisation of the accreditation process by JOWSCO.
Budget 2002 / 2003	October 2002	Core environmental health	No	<p>July / August</p> <ul style="list-style-type: none"> • Information packages and training of to food handlers – phases 1 and 2. • Pay NHLS retainer. • Complete sampling equipment / stations. • Sampling costs. • Stationery / printing. <p>September / October</p> <ul style="list-style-type: none"> • Sampling costs. • Payment of staff. • Transport costs. • Stationery / printing.

Establishment of an outbreak response team – food poisoning	26 July 2002	Core environmental health, Regional environmental health and NHLS	On time	Team will exist of 3 microbiological experts from NHLS plus 4 specialist environmental health officers, names and contact numbers to be confirmed by due date.
Bi-weekly mayoral report	26 July 2002 13 August 2002 23 August 2002	Core environmental health	Week 1 submitted 22 July 2002 13 August 2002	Update on activities linked to budget to be submitted via the consultants to the Mayors office

ENVIRONMENTAL HEALTH**SHIFT ACTIVITY REPORT****Location:** _____**Period: Date:** _____ **Shift:** _____

Please provide the following information as a summary of the activities of your shift.

Facility	Specifics	Total number evaluated	Total in order	Total not in order
Hotels:	General evaluations:			
	Kitchens:			
General food premises:	Restaurants:			
	Take away:			
	Hawkers:			
	Caterers:			
	Vehicles:			
	Tavern:			
	Other: (specify)			
	Other: (specify)			
	Other: (specify)			
Food poisoning investigations:	Incidences:		XXXXXXXX	XXXXXXXX
	Cases reported (patients)		XXXXXXXX	XXXXXXXX
	Patients interviewed:		XXXXXXXX	XXXXXXXX
	Swabs submitted:		XXXXXXXX	XXXXXXXX
	Food samples submitted:		XXXXXXXX	XXXXXXXX
	Specimens		XXXXXXXX	XXXXXXXX
Routine:	Surface swabs		XXXXXXXX	XXXXXXXX
	Food samples		XXXXXXXX	XXXXXXXX

Please make mention of specific incidences on the following page:

Specific incidence:

[illegible]

Reported by:

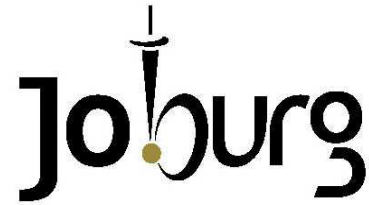
Name: _____

Signature: _____

Date: _____

Guidelines for Environmental Health Officers
Vehicle Checkpoint/Search Park for Transport of Food

1. The environmental health officer must report to the supervisor at the indicated time and sign the attendance register.
 2. Sign for sampling and other equipment.
 3. Report to allocated line or point of duty.
 4. The environmental health officer is only to be involved with vehicles transporting foodstuffs unless otherwise instructed by the supervisor.
 5. The prescribed record document must be completed for each vehicle evaluated.
 6. All vehicles transporting food need to comply with the information list relating to transportation of foods handed to all environmental health officers at the information session.
 7. The following procedures to be followed with the rejection of vehicles:
 - Confirm reason for rejection with supervisor.
 - If in agreement, complete the standard notice for rejection in duplicate.
 - Both the environmental health officer and the supervisor are to sign the notice of rejection.
 - Have the driver sign the notice.
 - Should the rejection be for incorrect temperatures, confirm the temperature using at least 2 thermometers.
 8. Should any prepared – ready to eat foodstuffs in the form of meals pass through CPC this needs to be drawn to the attention of the supervisor who will make a decision regarding the taking of food samples. (The indication at this stage is that this will not be common practice, as the caterers at the relevant venues will prepare food on site.)
 9. The taking of samples shall be in accordance with standard practice.
 10. The despatch of the samples shall be in accordance with the transport arrangements controlled by the supervisor.
 11. All documentation completed for the day shall be handed to the supervisor for filing purposes.
 12. Should you have any other queries please refer them to the supervisor.
 13. Any queries that the supervisor cannot resolve should be referred to the environmental health manager at the JOC, Sandown Fire Station.
- At the end of the shift, sign back the equipment with the supervisor and sign off on the attendance register



CIRCULAR

ACQUISITION OF FOOD FOR WSSD AND SIDE EVENTS

All organisers and relevant staff planning events, congresses or get-togethers are hereby urged to ensure that companies catering at these events are in possession of a valid certificate of acceptability in terms of the Regulations governing general hygiene requirements for food premises and the transport of food, R918 of 30 July 1999 promulgated in terms of the Health Act, 1977 (Act 63 of 1977). It has come to the notice of environmental health in the City of Johannesburg that organisers are making use of several uncertified caterers / suppliers. Please note that the premises where this food originates is not controlled and as such the quality of the food is therefore questionable.

Should there be any uncertainty in this regard you have the right in terms of the legislation to insist on seeing a copy of the certificate of acceptability.

Please report any questionable companies / caterers to the Deputy Director Environmental Health on 011 407 6812, fax 011 403 1616 who will activate an investigation in this regard.

NICKY VAN NIEKERK
ASSISTANT DIRECTOR ENVIRONMENTAL HEALTH

STANDARD OPERATING PROCEDURE

INTRODUCTION OF FOODSTUFFS TO UBUNTU VILLAGE

IMPORTANT: NO FOOD WILL BE ALLOWED AT ANY FOOD STALL THAT DOES NOT HAVE A FOOD CLEARANCE CERTIFICATE!

Food Clearance Certificates will be issued by the Search Park at the Marlborough Testing Station and at Gate 3, Ubuntu Village.

Search Park (Check Point Charlie) at Marlborough:

All food must go through the checkpoint and be inspected by the Environmental Health staff. The search park operates 24 hours a day.

Gate 3 – Ubuntu Village:

Only emergency supplies will be cleared to be brought into the Village by Food Vendors. All caterers should take ready to eat food and platters through the search park.

Operating Times of Gate 3 Check Point – Ubuntu Village 08H00 – 10H00 and, 14H00 to 15H00 **ONLY!**
No food will be allowed at any other time or at any other gate.

REQUIREMENTS AT GATE 3 FOOD CHECK POINT

- 1) All foodstuffs must come from premises that have a Certificate of Acceptability.
- 2) If the foodstuffs were bought at a reputable chain store a receipt must accompany the food
- 3) Foodstuffs prepacked at a factory will be permitted together with bread and other dry goods.
- 4) Temperatures of all foodstuffs must comply with the provisions of R918 (see attached schedule).
- 5) The invoice will be stamped and signed at the gate. This together with the clearance certificate must be kept on site.
- 6) The clearance certificate may be requested and will be removed by the Environmental Health Practitioner when visiting your stall.
- 7) All foodstuffs that have not been approved will be ceased and may be removed for destruction.
- 8) A receipt will be issued for any foodstuffs ceased.

TEMPERATURE CONTROL

Foodstuffs required to be kept at specific temperatures shall be transported at temperatures described below.

Frozen products	Ice cream and sorbet, excluding sorbet which is used for soft serve purposes.	-18 ° C
	Any other food which is marketed as a frozen product.	- 12 ° C
Chilled products	Raw unpreserved fish, mollusks, crustaceans, edible offal, poultry meat and milk.	4 ° C
	Any other perishable food that must be kept chilled to prevent spoilage.	7 ° C
Heated products	Any perishable food not kept frozen or chilled.	> 65 ° C

ACCREDITATION FOR JOHANNESBURG WORLD SUMMIT 2002
ACCOMMODATION ESTABLISHMENT

Region no. _____

Name _____ of _____ establishment:

Manager / contact person: _____

Physical _____ address:

Postal address:

Email address:

Telephone no: () _____ Cell no: () _____ Fax. no: () _____

Rooms / suites:

Number	No. Comply	No. Do not comply	Remedial action taken

Does the establishment comply with the Anti-Tobacco legislation?

Does the establishment have a valid Certificate of Acceptability?

Kitchens:

Name	Comply	If not, remedial action taken

Food storage areas:

Name	Comply	If not, remedial action taken

--	--	--

Dining areas:

Name	Capacity	Comply	If not, remedial action taken

- 2 -

Condition of vehicles used for the transporting of foodstuffs:

No of vehicles	Comply	If not, remedial action taken

Refuse areas:

Name / type	Comply	If not, remedial action taken

Name and contact telephone number of the company removing the refuse.

Does the establishment make use of any form of recycling? (Specify)

Vermin control:

Comply	Name of contractor	If not, remedial action taken

Condition of:

Yard and parking areas	Comply	If not, remedial action taken
Swimming pools		
Spa baths		
Saunas		
Gymnasiums		
Public Toilets		
Laundry		
Storage areas, non-food e.g. linen, chemicals etc.		
Employees accommodation		
Employees ablution facilities		
Other		

Condition of other businesses located on the premises: e.g. Hairdressers etc.

Name	Telephone no.	Comply	If not, remedial action taken

Name of EHO: _____

Signature: _____

Date:

I, the manager of this establishment, agree with this report. I agree to undertake any repairs or work required in terms of applicable legislation. I will also ensure that noise levels will be kept within legal limit, and should I become aware of excessive noise in the immediate area, I will draw this to the attention of the relevant officials.

Name of manager: _____

Signature: _____

Date: ____/____/2002

HOTEL RESTAURANT AND FOOD VENDOR RECORD REPORT
JOBURG WSSD 2002

Name of EHO: _____

Signature: _____

Date: _____

Time: _____

Name _____ of _____ establishment:

Manager _____ / _____ Person _____ in _____ control:

Physical _____ address: _____

Food and beverage preparation areas:

Aspect	In order	Not in order	Comments / action
General cleanliness			
Temperature control			
Personal hygiene			
Food handling practice			
Separation of raw and cooked food			
Free floor space maintained			

Food storage areas:

Aspect	In order	Not in order	Comments / action
General cleanliness			
Temperature control			
Personal hygiene			
Food handling practice			
Free floor space maintained			

Dining areas:

Aspect	In order	Not in order	Comments / action
General cleanliness			
Temperature control			

Personal hygiene			
Food handling practice			
Free floor space maintained			

Refuse areas, recycling area and yard:

Aspect	In order	Not in order	Comments / action
General cleanliness			
Regular removal			

Allied businesses located on the premises (e.g. hairdresser)

Aspect	In order	Not in order	Comments / action
General cleanliness			
Temperature control			
Personal hygiene			
Food handling practice			
Free floor space maintained			

General:

Aspect	In order	Not in order	Comments / action
Vermin control			
Swimming pool / Jacuzzi			
Gymnasium			
Public toilets			
Staff facilities			
Laundry			
Other (specify)			

Were samples / swabs taken – **Yes / No**
If **yes,** **list** **the** **swab** **/** **sample** **serial** **numbers:**

General comments:

STANDARDS FOR TRANSPORTATION OF FOOD

To prevent food poisoning caused by contamination of food by chemical, physical or microbiological contamination the following rules will be enforced.

PLEASE NOTE:

- **A CERTIFIED COPY OF SUPPLIER'S CERTIFICATE OF ACCEPTABILITY MUST ACCOMPANY THE VEHICLE.**
- **FAILURE TO COMPLY WILL RESULT IN ACCESS BEING REFUSED.**
- **THE FOLLOWING REQUIREMENTS WILL BE STRICTLY ENFORCED AND ARE IN LINE WITH NATIONAL LEGISLATION.**

VEHICLE

- Shall be clean.
- No food shall be transported with:
 - Contaminated food or waste food.
 - Poison or any harmful substances.
 - A live animal.
 - Any object that may contaminate or spoil the food.
- Unpacked or unwrapped food such as carcasses, bread and bread rolls shall be transported in a vehicle's freight compartment that complies with the following:
 - smooth,
 - rust-free,
 - non-toxic,
 - dustproof,
 - made of a non-absorbent material,
 - without open joints or seams
 - and no person or any article that may contaminate the food may be transported in this area.
- No non-prepacked food shall be transported in such a manner that it comes into contact with:
 - the floor of a vehicle,
 - the floor covering thereof,
 - a surface that can be walked on
 - or anything else that could pollute the food.

TEMPERATURE CONTROL

Foodstuffs required to be kept at specific temperatures shall be transported at temperatures described below.

FROZEN PRODUCTS	Ice cream and sorbet, excluding sorbet which is used for soft serve purposes. Any other food which is marketed as a frozen product.	-16 ° C - 10 ° C
CHILLED PRODUCTS	Raw unpreserved fish, mollusks, crustaceans, edible offal, poultry meat and milk. Any other perishable food that must be kept chilled to prevent spoilage.	6 ° C 9 ° C
HEATED PRODUCTS	Any perishable food not kept frozen or chilled.	≥ 65 ° C

VEHICLE RECORD REPORT
JOBURG WSSD 2002

Name of EHO: _____

Signature: _____

Date: _____ Time: _____ Place _____ evaluated: _____

Driver / Person in control: _____ Registration number: _____

Name _____ of _____ establishment: _____

Physical _____ address: _____

Was there a copy of the certificate of acceptability: Yes / No Certificate number: _____

Vehicle destination (name of premises and area e.g. Island Site) _____

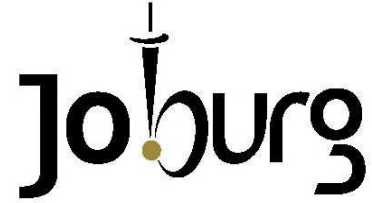
Food storage / loading areas:

Aspect	In order	Not in order	Comments / action
General cleanliness			
Temperature control			
Personal hygiene			
Food handling practice			

Were samples / swabs taken – Yes / No

If yes, list the swab / sample serial numbers: _____

General comments:



Director: Health
P O Box 31244
Braamfontein
2017

Enquiries: Mr. B. Maphaka
Telephone: (011) 407-6812

To the Owner / manager / occupier / driver
Business name:

.....

Address:

.....

.....

.....

Date:

.....

Sir / Madam

PROHIBITION ON THE HANDLING AND OR TRANSPORTATION OF FOOD:
PREMISES.....

VEHICLE REGISTRATION NUMBER.....

You are hereby instructed in terms of section 4 (2) of Regulation 918 promulgated in terms of The Health Act 1977, Act number 63 of 1977 to forthwith:

- cease the handling of food on the above premises / vehicle for the following reasons:

.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

- return the commodities transported by the above mentioned vehicle to the premises of origin for the following reasons:

.....

.....

.....

.....

.....

.....

.....

Please note that you are also liable to prosecution for the above-mentioned offence/s.

Furthermore you are notified that the above prohibition will only be removed after submission of a written request by yourself to the City of Johannesburg and upon the environmental health officer being satisfied that the reason/s for the prohibition is/are not likely to recur.

It is trusted that the necessary steps to prevent a recurrence of this situation will be instituted by yourself without delay.

Yours faithfully

.....
Environmental Health Officer (Print name) (Signature)

.....
Supervisor: (Print name) (Signature)

.....
Owner/manager/occupier/driver (Print name) (Signature)



City of Johannesburg
Health Services
P. O. Box 31244
Braamfontein
2017

Date: _____

Sir / Madam

Foodstuffs unsound for consumption

This is to certify that I the undersigned have in accordance with Section 4 of the Regulations Relating to Inspections and Investigations (R1128 of 24 May 1991) promulgated in terms of the Health Act 1977, (Act 63 of 1977) seized the following commodities of food being the property of:

Description and quantity of food	Reason for condemnation

The subject food shall be dealt with as follows (delete what is not applicable):

- Shall be used for purposes other than human consumption with the permission of the undersigned.
- Shall be destroyed under supervision and to the satisfaction of the undersigned.

Name of Environmental Health Officer

Name of supervisor

Signature

Signature

SOP FOR FOOD SAMPLING

1. Sampling should be systematic, and articles sampled should cover as wide a range as possible. Where possible, different types of foods must be placed in separate containers (e.g. "curry and rice": curry in one specimen container, rice in another).
2. The quantity of food extracted or taken must be sufficient (at least 50 – 100 grams).
3. An Environmental Health Officer must notify the owner/manager or responsible person at the food production/catering facility that samples need to be taken and provide a reason of why the sample/s is/are being collected.
4. Samples for microbiological analysis must be collected with decontaminated equipment:

When decontaminating equipment (e.g. sampling forceps, tongs) immerse in 70% alcohol and flame using a portable spirit burner until the alcohol evaporates. Allow to cool before using.

ALTERNATIVELY:

Sterilize equipment using a gas blowtorch. Allow instruments to cool before sampling!

Transfer samples to sterile, red screw-topped, sample containers.

5. Every sample must be sealed and labeled clearly to indicate its nature. An example of a completed label is attached herewith.
6. Samples must be sealed or closed in such a manner that the contents cannot be tampered with i.e. without breaking the seal or tape.
7. Label each sample and include a serial number if possible.
8. The label of each sample must indicate if the sample was divided.
9. The original label must accompany the sample to be analysed.
10. The specimen must be immediately placed in a cooler box surrounded by crushed ice or ice packs, or any other suitable refrigeration, which is capable

of reducing the temperature of the sample. Preserve the cold chain until delivered to the laboratory.

11. The temperature must not exceed 7°C.
12. On arrival to the laboratory, the temperature of the cooler box must be recorded using a clean thermometer. At no time shall samples be frozen.
13. Environment Health Officers (EHOs) will be responsible for collection and delivery of all specimens to Division of Hospital Epidemiology and Infection Control (HEIC), Division of Clinical Microbiology and Infectious Diseases (CMID), National Health Laboratory Service (NHLS). Information pertaining to each specimen will be recorded in a log book/shipping list. Persons responsible for delivering specimens must, particularly after-hours and on weekends, notify one of the members of the Outbreak Response Team from HEIC Division, NHLS of the delivery. These members include:

Professor A G Duse: tel # (w): 011 489 8510
tel # (h): 011 782 9465
cell #: 082 807 4967

Mrs M Kassel tel # (w): 011 489 8579/-8577
tel # (h): 011 682 3180
cell #: 082 783 4078

Mr R Stewart tel # (w): 011 489 8578
tel # (h): 011 942 3263
cell #: 082 808 5439

Address: NHLS-CMID:

Infection Control Services
Level 3, Wits Medical School
7, York Road, Parktown (see attached directions)

SOP FOR THE DELIVERY OF CLINICAL SPECIMENS TO THE DIVISION OF INFECTION CONTROL, DEPARTMENT OF CLINICAL MICROBIOLOGY AND INFECTIOUS DISEASES (CMID) OF THE NATIONAL HEALTH LABORATORY SERVICE (NHLS)

1) Clinical specimens include: faeces, vomitus, serum (serology), blood cultures (if necessary). Specimens must be labelled accurately. Labels must be filled in completely before specimen is dispatched. The following information must appear on the label:

- The patient's name and hospital /identification number
- The patient's ward or address
- The date and time of collection
- The exact nature of the specimen
- The investigation/s that is/are required
- The patient's medical aid details where appropriate
- The name and address of the doctor requesting the investigation
- A pager/telephone/cell contact number should always appear on the specimen label
- Provisional diagnosis

Example of a specimen label:

Specimen containers:

Stools and vomitus: sterile green screw-capped universal container

Rectal swabs: submit in Amies transport medium

Blood cultures: a minimum of 10 ml (ideally 20 ml) of aseptically collected blood in an appropriate blood culture system

Serology: submit 5 to 10mls of clotted blood or serum

- 2) Environment Health Officers (EHOs) will be responsible for collection and delivery of all specimens to Division of HEIC, CMID, NHLS. They will ensure that specimens are labeled accurately, that samples are placed in leak-proof containers, and that they are transported timeously to the HEIC Laboratory. Information pertaining to each specimen will be recorded in a log book/shipping list. Persons responsible for delivering specimens must, particularly after-hours and on weekends, notify one of the members of the Outbreak Response Team from HEIC Division, NHLS of the delivery.
- 3) Members of the Outbreak Response include:

NHLS-CMID:

Infection Control Services
 Level 3, Wits Medical School
 7, York Road, Parktown (see attached directions)

Professor A G Duse: Tel # (w): 011 489 8510
 Fax#(w): 011 489 8530
 Tel # (h): 011 782 9465
 Cell #: 082 807 4967
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- 4) ALL specimens (food/beverages and clinical samples) to be processed exclusively by Division of HEIC, CMID, NHLS

ENVIRONMENTAL HEALTH OFFICER QUESTIONNAIRE TO BE COMPLETED IN THE EVENT
OF SUSPECTED FOOD POISONING

Patient:

Name:	
Age:	Sex:
Address / contact details during the WSSD:	
Residential address:	
Contact telephone / cell / fax numbers / email address	

Doctor:

Referring Doctor/Nurse:	
Contact details (address and telephone):	
Hospital/clinic/practice:	
Ward/section:	
Date of consultation:	Time of consultation:

Clinical / Epidemiological information

Please complete the attached questionnaire.

Remember to ask about all meals: breakfasts, lunches, supper outings, and snacks and drinks between meals.

Try to establish:

Where was food commonly obtained?

How long after the purchase was it eaten?

Was it reheated?

Was it stored, and if so, where and how?

Was there sharing of foods, beverages and eating utensils?

Condition of food/s and beverages: taste, smell, and appearance.

Does patient know of other associated cases (get full details of other cases, wherever possible)?

Was patient feeling well prior to consumption of implicated foods/beverages?

When last did the patient experience a similar problem?

Predominant symptoms:

Types:

"Upper" GIT e.g. nausea/vomiting (normal/projectile)

"Lower" GIT e.g. abdominal cramps, tenesmus, diarrhoea (loose stools, watery, bloody, mucoid,)

Mixture of above

Constitutional symptoms (fever, chills, myalgias, etc)

Other e.g. neurological

Time of onset of symptoms (time elapsed since consumption of incriminated food)

Duration of symptoms/illness

Clinical assessment:

Specimens sent off (vomitus, faeces, serum, blood cultures)

Management: TTO-OPD/admission

PATIENT QUESTIONNAIRE

What foods (cooked, raw, sauces, gravy, condiments, etc.) / beverages (milk - hot/cold, milk shakes, juices, ice, etc.) were consumed commonly by outbreak cases in the preceding **48 hours**? **PLEASE GET VERY PRECISE INFORMATION**

Last meal: breakfast / lunch / supper (Indicate which)
What was eaten?

Time of meal:	Where eaten:

Snack:

Time:	Where eaten:

Breakfast / lunch / supper (Indicate which)
What was eaten?

Time of meal:	Where eaten:

Snack:

Time:	Where eaten:

Breakfast / lunch / supper (Indicate which)
What was eaten?

Time of meal:	Where eaten:

Snack:

Time:	Where eaten:

Breakfast / lunch / supper (Indicate which)
What was eaten?

Time of meal:	Where eaten:

Snack:

Time:	Where eaten:

Breakfast / lunch / supper (Indicate which)
What was eaten?

Time of meal:	Where eaten:

Snack:

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World Summit on Sustainable Development 2002

Completion Report

November 2002

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Introduction

The environmental health services rendered during the World Summit on Sustainable Development included:

- Routine monitoring of accommodation establishments associated with the WSSD including hotels and guesthouses.
- Regular routine food safety monitoring of all food establishments in the Island Site, Head quarter and other identified priority hotels, guest houses and food handling establishments catering for official international delegations as well as civil society delegations.
- The routine monitoring of foodstuffs being transported into designated WSSD areas at security search parks.
- The taking of food samples and bacteriological swabs on a daily basis.
- Food related disease outbreak investigations.
- Monitoring of liquid and solid waste disposal.
- Monitoring of water supply.
- Noise control.
- Responding to any complaints falling within the mandate and under the control of the Health, Medical, Fire and Disaster Management Task Team.

In spite of the broad range of functions, the primary areas monitored were related to food control and healthy accommodation facilities and venues. To this end a total of 4770 evaluations were conducted over the operational period, this does not include the pre-evaluations of all headquarter hotels and restaurants.

Specific investigations of food related diseases were:

Nasrec

a) Seventeen suspected cases reported to the medical centre – all from the cleaning company contracted to Nasrec. Investigation revealed that an unregistered and unsuitable kitchen was operating in the area of the stables; the kitchen was closed down by environmental health. It should be noted that Civil Society did not include environmental health beforehand with the awarding of the contracts.

b) Five suspected cases reported to the medical centre. All of them were residing at the single quarters of the Zonderwater Prison near Cullinan. Investigation revealed that food consumed outside of Nasrec was the probably the causative agent.

c) Forty bus drivers reported to their management complaining of discomfort. Investigation revealed that an illegal caterer had been contracted by Metrobus to feed the drivers outside of Nasrec in the parking area. The environmental health staff closed this operation the following day. Food samples taken revealed shocking results emphasizing that unregistered establishments should be avoided.

Ubuntu

Thirty seven children out of a group of 180 were taken to the Johannesburg Hospital suffering from stomach cramps. Investigation revealed that they had consumed hot dogs and juice (Oros) on the bus at about 14:30 which had been donated by a chain store in Alberton. The hot dogs had been prepared at 08:00 that morning and were transported without temperature control in the bus until consumed. No samples could be obtained. They had also eaten Brazilian nut cookies at Ubuntu at about 18:00. Samples of the cookies were submitted for forensic and bacteriological laboratory analysis.

Staffing

A total of 91 environmental health officers were utilised in the rendering of services on a 24-hour basis 7 days per week from the time of deployment to the time of stand down. These environmental health officers were divided into 4 team and were deployed on 17 August 2002 on a 24 hour basis, shifts alternated as follows:

- Night shift (19:00 – 07:00),
- Day shift (07:00 – 19:00),
- Rest time
- Time in the office rendering normal services to the community of their region.

In addition to the aforementioned an outbreak response team for food-related disease outbreak was on continuous standby consisting of 4 environmental health officers and 3 staff members of the National Health Laboratory Services (NHLS) and one driver for logistical support and transportation of daily bacteriological samples.

Operational Plans

Please see attached annexure.

In line with the agreed action plan of the Health, Medical, Fire and Disaster Management Task Team the environmental health section deployed at the 4 agreed locations, namely Nasrec, Ubuntu Village, Marlborough Search Park and The White House at the JOC

Successes

- The primary success must be that there were no food related disease outbreaks that could be attributed to the venues or food handling premises monitored by environmental health during the course of the WSSD.
- According to the convener of the Health, Medical, Fire and Disaster Management Task Team, there was a remarkably low incidence of diarrhoeal cases reported when compared to other similar, yet smaller events of this nature.
- The successes in this regard can be attributed to the following:
 - Good planning well in advance, thus ensuring adequate budget and equipment to carry out the necessary food integrity control measures.
 - Thorough pre-evaluations of venues, hotels, accommodation establishments and food handling premises.
 - Comprehensive information sessions with food suppliers beforehand, which enabled them to prepare themselves to meet with the required standards. This facilitated a buy-in process of all stakeholders involved, which contributed to effective control measures on the ground.
 - The stringent screening of all foodstuffs entering the targeted areas as well as rigorous, regular on site monitoring and evaluations, ensured that no delegates were exposed to potentially unsound / dangerous foodstuffs.
- Good ongoing working relationships and interaction were established with members of the Health, Medical, Fire and Disaster Management Task Team as well as neighbouring local authorities the business sector and other spheres of government which will benefit the city in times to come.
- Pre-evaluations ensured that the aspects, other than food safety, contained in the action plan for environmental health were adequately addressed before hand with the result that no incidents were experienced in this regard.
- *The process assisted environmental health in its citywide target to ensure that food establishments within the city are certified in terms of relevant legislation.*
- *A new awareness was established amongst food suppliers of the activities of the environmental health unit as well as the relevant legislation.*
- Systems, standard operating procedures and notices designed for the WSSD are being used in the regions thus enhancing uniformity across the city.

Lessons Learnt

- *Joint planning crucial with clear time frames.*
- *Dissemination of Information to all role-players before and during event.*
- *Contact details of all service providers to be made available.*
- Liaison between service providers during operations vital.
- For continuity purposes, dedicated staff should be identified and released from all other duties when required.
- Gauteng Health was not brought on board early enough to facilitate co-ordination of the process amongst the various local authorities in Gauteng.

Costs

The budget allocated to the environmental health service was as follows:

Budget Allocation 2001/2002 =	R168750
It was spent as follows	
Food sampling	R 18500
Thermometers	R 19000
Lab retainer	R 48000
IT	R 109000
Total 2001*	R 194500

(Additional allocation 2001 used - R25750)

Budget Allocation 2002/2003 =	R745000
Food safety material	R 54000
Overtime	R 624000
Bacteriological Evaluation	R 30000
Protective clothing	R 22000
Workshop	R 5000
Sampling stations	R 5000
Stationary	R 5000
Total	R 745000
Grand total =	R939500.00

General

Winding down operations

- *Nasrec – Services terminated at 24:00 on 4/ 9/ 2002 when search park was closed.*
- *Marlborough – Services terminated at 12:00 on 5/ 9/ 2002 when search park was closed.*
- *Fire station – Services terminated at 17:00 on 6/9/2002.*
- *Ubuntu - Services terminated at 17:00 on 6/9/2002.*

Conclusion

It is appropriate to thank the other members of the Health, Medical, Fire and Disaster Management Task Team for the tremendous assistance and team work that we enjoyed in particular Peter Fuhry and Peter Brink for the continuous assistance and support that we as a section enjoyed throughout the duration of the WSSD as well as the representatives of JOWSCO as well as the City of Johannesburg Joint management team and consultants who facilitated the process.