

THE THAME & OXFORDSHIRE COUNTY AGRICULTURAL ASSOCIATION

Thame Show

Show Office, Thame Showground, Kingsey Road, Thame, Oxon. OX9 3JL
Tel: 01844 215444 e-mail: info@thameshow.co.uk

Thursday 17th September 2015

**Food Hall Safety Checklist and Risk Assessment.
To be completed and returned with Application Form**

The organisers of the Any Show are required by Food Safety Legislation to ensure any food providers are compliant with all applicable legislation. This extends to the employment of contractors who also have similar Health and Safety responsibilities.

Therefore before employing any contractor to provide services, the following information will be required. Please answer the questions honestly and to the best of your knowledge. All submitted forms will be reviewed. Please note, an answer NO will not necessarily disqualify you from working on the event.

Name of Company: _____

Registered Address: _____

Telephone No: _____ Email: _____

Person who will responsible for Site Activity Supervision on this event: _____

Mobile number for the Site Supervisor: _____

Total Number of employees: _____ [including any temporary or agency staff]

Who provides you with Competent Health and Safety Advice: _____

Tel Number: _____ Email: _____

What Catering Service Vehicle / Equipment do you provide: Mobile Unit / Static in Marquee

Is your food: Hot / Cold / Both

Do you prep on site: Yes / No

Do you cook on site: Yes / No

Which Local Authority are you registered for Food Safety Purposes:

What was the date of your last inspection

What was your last recorded score given by your LA

What is the name of your principle food safety manager for your company

Will they be present on site

[YES] [NO]

1.	Will you have copies of your HACCP's Food Safety Risk Assessment available for inspection?	Yes	No
2	Have your staff received appropriate Food Hygiene Training? Are your staff aware of this duty of care relating to the public?	Yes Yes	No No
3	Do you regularly monitor food temperatures to ensure food is below 5c.or above 63c. Can all surfaces, which come into contact with food, be kept clean? Can the food be protected from contamination at all times including transportation? Do you have enough refrigeration and is it capable of maintaining food <5c.	Yes Yes Yes Yes	No No No No
4	Do you have the means to supply adequate clean water to the unit?	Yes	No
5	Do you have large enough sinks in which to wash food and equipment? Are they supplied with hot and cold water? <i>Do you have suitable provision for hand washing?</i>	Yes Yes Yes	No No No
6	Is your name and contact number clearly displayed?	Yes	No
7	Have you inspected the unit for the presence of trailing leads/pipes and dangerous or poorly sited equipment, which is likely to cause injury to public or employees?	Yes	No
8	Are you using Liquefied Petroleum Gas within the business? Have you made adequate storage arrangements for LPG? Are the gas fittings and the pipe-work subject to regular inspection and satisfactory? Has your unit been inspected under the GASAFE or CORGI regime in the last 12 months	Yes Yes Yes Yes	No No No No
9	Have you made sufficient arrangements for Fire Safety? (a) Fire extinguishers? (b) Fire Blanket?	Yes Yes Yes	No No No
10	Will the unit / operation be supplied with electricity (mains or generator)? Is the supply to the unit adequate for all purposes? Has the electrical supply and equipment been recently PAT or Installation inspected by a qualified person in the last 12 months?	Yes Yes Yes	No No No
11	Do you have equipment, readily available, for dealing with breakages and spillages in the public areas?	Yes	No
12	<i>Do you have a First Aid Kit present in the unit / operation?</i>	Yes	No

Insurance Held	Name of Insurer	Limit of Liability	Last Renewal Date
Public liability			
Employers Liability			
Product Liability			

Risk Assessment

Please complete and return a copy with your Checklist.

Hazard Identified	Likelihood Score	X	Severity Score	=	Risk Level
Actions you are taking to reduce the risks					
Hazard	Control measure				

Risk Assessment Guide [Likelihood x Severity = Risk Level Score]

Likelihood	Severity of injury	Risk Level	Action required
1. Most unlikely	1. Trivial injury	1 & 2 Minimal Risk	Maintain controls
2. Unlikely	2. Slight injury	3 & 4 Low risk	Review controls
3. Likely	3. Serious injury	6 to 8 Medium risk	Improve controls
4. Most likely	4. Major injury or death	9 to 16 High Risk	Improve controls & consider stopping work

I confirm that the Food Business trading as..... complies with the Food and Health & Safety checklist and the relevant Health and Safety regulations to carry out its trade. I also confirm that I have read and agree to abide by the Thame & Oxfordshire County Agricultural Associations Terms and Conditions.

Signed.....

Date.....

Name (Capitals).....