



Centre Support Pty Ltd

Food & Hygiene Audit

Centre: Example Audit Centre

Date of Audit: Thursday, 15 September 2016

Conducted By: Ann Webb

Overall Result For Centre:

61 out of 84 Items = 73%

NEW ZEALAND FOOD AUTHORITY SAFE FOOD AUSTRALIA STANDARD 3.2.2

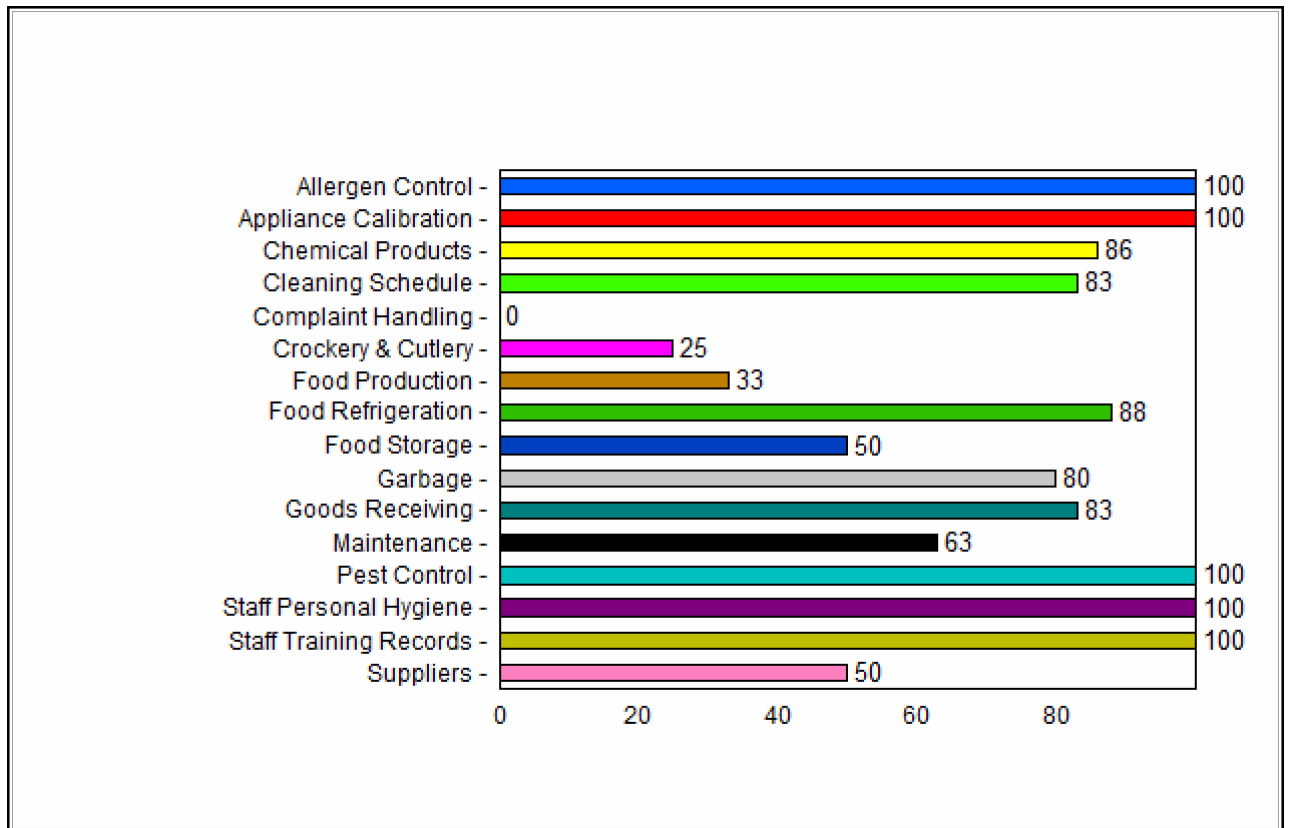
HAZARD ANALYSIS AND CRITICAL CONTROL POINTS HACCP

AREAS FOR IMPROVEMENT AND CONSIDERATION

Below is a list of areas where Accreditation and/or **AUSTRALIA NEW ZEALAND FOOD AUTHORITY SAFE FOOD AUSTRALIA STANDARD** were not met. In order to achieve all regulations it is suggested that you address and rectify these areas as soon as practicable.

Please remember that this audit is current as of the above date. The proprietor continues to be responsible for the Centres Safe and Hygienic Workplace practices. The Proprietor and Centre are responsible for how or if the Centre chooses to rectify the stated "Areas for Improvement".

FOOD AND HYGIENE: Food & Hygiene - Compliance Result of 73%



Chemical Products - 86%

- Suggest that the chemical and knives cupboards have locks on them
- A correct colour coding system for equipment and cloths is required that clearly indicates it is for kitchen/food use only.

Cleaning Schedule - 83%

- Correct documentation of problems with cleaning, including equipment and chemicals, and correct action procedures are required.

Complaint Handling - 0%

- A review of food safety policy and procedures should be completed every 12 months.
- Check all returns are documented and follow up advice or refunds received

Crockery & Cutlery - 25%

- Non porous and chip free crockery is required
- Plastic plates must not be deeply cut or damaged through knives or biting. This damage will allow bacteria to breed.
- Plastic cups must not be deeply cut or damaged through biting. This damage will allow bacteria to breed.

Food Production - 33%

- Preparation time must not exceed one hour. Documentation is required.
- Cooking must be documented to reach 75°C
- Food must be served within 30 minutes from cooking or held at or above 60°C. This must be documented.
- Cooling of foods must be conducted as per FSANZ Standards. Cool from 60°C to 21°C within 2 hours and from 21°C to 5°C within the next 4 hours. Documentation is required.
- Utensils and equipment must be maintained in a clean and hygienic state.
- Utensils and equipment must be kept in good repair.

Food Refrigeration - 88%

- Stored food must be dated with used by date and date it was unpacked.

Food Storage - 50%

- Storage of Food - All food must be stored in a sealed food grade container.
- Stored food must be dated with used by date and date it was unpacked.
- Stored food must have the ingredients label attached or written.

Garbage - 80%

- Rubbish is required to be stored as per re-cycling laws.

Goods Receiving - 83%

- Centre staff are required to check and document that the delivery vehicle is clean well maintained.
(Monthly Checks)

Maintenance - 63%

- Utensils and cooking implements must be in good repair (no rust, chips etc).
- Cooling vents and fittings must be dust free, clean and in good repair.
- Ceiling fans must be dust free, clean and in good repair.

Suppliers - 50%

- Ensure changes to the approved supplier list are maintained. I.e.. the introduction of new suppliers e-recorded.

Websites with helpful information

Below is a list of websites where you will find helpful and relevant information in regards to Occupational Health and Safety regulations, requirements and suggestions. It is important that all staff are kept up to date with changes within the Occupational Health and Safety field.

www.acecqa.gov.au

http://ncac.acecqa.gov.au/educator-resources/factsheets/qias_factsheet_%202.pdf

http://ncac.acecqa.gov.au/educator-resources/factsheets/qias_factsheet_3.pdf

Food Audit Verification

Centre Support Pty Ltd verifies that a Food and Hygiene audit took place at **Example Audit Centre** on **15/09/2016**. The daily observations and auditing process reflects a Compliance Result of **73%** on the day of the audit. The results reflect the day's practices in relation to Food Safety and Hygiene within the Centre.

By signing the below, you as the Director/Manager and/or Food Safety Officer, are stating that on the 15/09/2016 this Food Safety and Hygiene Audit was conducted at Example Audit Centre by Centre Support and a result of 73% was achieved.

By giving your Centre audit report, Centre Support Pty Ltd is stating that at the time of their visit on 15/09/2016 a result of 73% was achieved by Example Audit Centre. In order to achieve high quality Food Safety and Hygiene practices it is recommended that the Centre address the stated AREAS FOR IMPROVEMENT AND CONSIDERATION as soon as possible. If these areas are not addressed the centre may not be meeting Australia New Zealand Food Authority Safe Food Australia Standards.

Please remember that this audit is current as of 15/09/2016. The proprietor continues to be responsible for the Centre's practices. The Proprietor and Centre are responsible for how or if the Centre chooses to rectify the stated Areas for Improvement.