

Exempt Food Business Notification Form

Food Act 2008 (s.107 & 109)

Introduction

This form is to be used for the purposes of satisfying the requirements under the Food Act 2008, of an exempted food business to provide notification to the Local Authority.

Exempted Food Business – what does it mean?

An exempted food business is exempt from registration only. The food business is still required to comply with the remaining requirements of the Food Act 2008, and the Australia New Zealand Food Standards Code. In particular, food handlers should have sufficient skills and knowledge to ensure only safe and suitable foods are provided.

Adequate measures should be taken to ensure the premises and all equipment are maintained in a clean and hygienic condition and food is protected from contamination. Food must also comply with the labelling requirements of the Australia New Zealand Food Standards Code.

Notification Form

Which categories best describe your proposed business activities? Please tick all boxes that apply (there may be more than one). *Note: Food businesses not meeting one of the below categories are required to be registered under the Food Act 2008 and must complete the Town's Food Business Registration Form.*

- ◀ Food business is a charity or community group not involving the handling of potentially hazardous food (PHF – food requiring temperature control to prevent the growth of pathogenic microorganisms or the formation of toxins).
- ◀ Food business is a charity or community group whereby food is for immediate consumption after being appropriately cooked e.g. sausage sizzle.
- ◀ Food business consists solely of selling food that is not potentially hazardous food and is contained in a closed package so that it cannot be handled in the course of conducting the food business e.g. lolly counter at a chemist or newsagent.
- ◀ Food business consists solely of providing complimentary drinks in conjunction with another business conducted at those premises, e.g. hairdresser providing tea/coffee.
- ◀ Temporary trading by a registered food business at an alternate location to that on their Registration Certificate. NB Please provide a copy of Certificate of Registration if selecting this option.

Lodging your Notification

In person: Town of Bassendean Customer Service Centre
35 Old Perth Road, Bassendean
By Mail: PO Box 87, Bassendean WA 6934
By Email: health@bassendean.wa.gov.au

Legislation

- Food Act 2008 (available online www.legislation.wa.gov.au)
- Food Regulations 2009 (available online www.legislation.wa.gov.au)
- Australia New Zealand Food Standards Code (available from www.foodstandards.gov.au)
- Town of Bassendean Health Local Law 2001 (available from the Town of Bassendean website www.bassendean.wa.gov.au)

Fact Sheets, Guidelines and other information

Additional information, including fact sheets and guidelines on food handling and food safety, may be found on the following websites;

- Department of Health – www.health.wa.gov.au
- Food Standards Australia New Zealand - www.foodstandards.gov.au
- Town of Bassendean – www.bassendean.wa.gov.au

Do you need further information?

If you require further information please contact the Town's Health Services on 9377 8000.

OTHER DETAILS

Is this a small business? (less than 50 people in the manufacturing sector or less than 10 people in the food service sector) **YES** **NO**

Is the food business a charitable, not-for-profit or community organisation? **YES** **NO**
If yes, please provide copy of proof

Is the food you produce, provide or manufacture ready to eat when sold to the customer?
(ordinarily consumed in the same state as in which it is sold) **YES** **NO**

Do you process the food that you produce or provide before sale or distribution?
(e.g. chop, cook, dry, ferment, heat, thaw, etc) **YES** **NO**

Do you supply or manufacture food for organisations that cater to vulnerable persons e.g. elderly or children? **YES** **NO**
If yes, you are required to have a Food Safety Program in accordance with Food Safety Standard 3.3.1

Do you sell ready to eat food at a different location from where it is prepared? **YES** **NO**

Is all the cooking conducted from this premises? **YES** **NO**
If food is prepared in another premises please provide details including address.