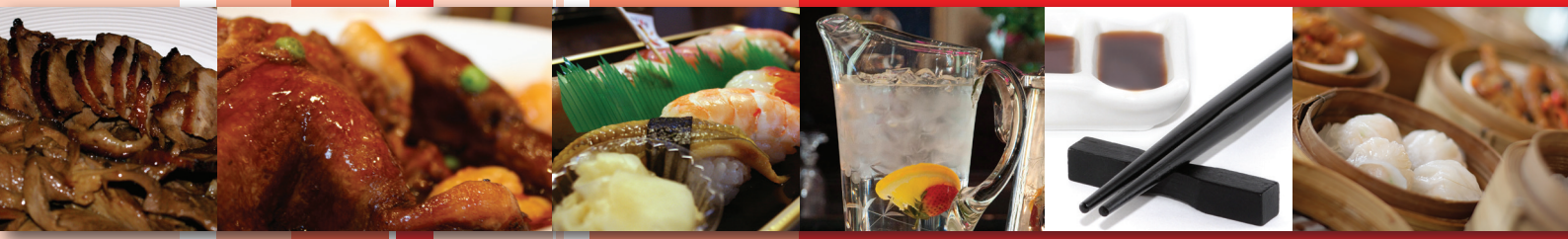

Food Safety Program Template Supplementary Practices Section

for Retail and Food Service Businesses

Safe Water and Food
Sushi
Chinese-style Roast Meats

Department of Health and Human Services

Tasmania
Explore the possibilities

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Contents

Why do I need this template supplement?

As a food business owner, you are legally required to sell safe food. The legislation governing the sale of safe food is the *Food Act 2003,* which incorporates the Food Standards Australia New Zealand (FSANZ) Food Standards Code.

A Food Safety Program will assist you to meet your legal responsibilities.

This supplement should be used in conjunction with the *Food Safety Program Template for Retail and Food Service Businesses.*

The supplement section is for businesses who may use the following practices:

- manage safe water from a private supply
- prepare or sell sushi (for example, nori rolls and nigiri pieces)

  or
- prepare and sell Chinese-style roast meats (chicken/duck/BBQ pork).

Where can I get more help?

Several organisations can assist you:

- Speak with an environmental health officer from your local council.
- Call the Food Safety Unit at DHHS on 1800 671 738 or email public.health@dhhs.tas.gov.au
- Visit the Food Safety website www.dhhs.tas.gov.au/peh/food_safety

How do I use this template supplement?

Take the following steps to make sure the pages you need are added to the folder.

1 Identify what supplementary sections your business needs to use

By answering all the questions below you will know which supplementary sections need to be included in your Food Safety Program.

Supplementary food business practices	Yes	Section	Page
Is the water used in your business from a private water supply? Is the quality of water available/supplied suitable for direct contact with ready-to-eat food?		A Safe Water and Food	3
Do you prepare or sell sushi? (For example, nori rolls and nigiri pieces)		B Sushi	5
Do you prepare and sell Chinese-style meats? (For example, chicken, roast duck or BBQ pork)		C Chinese-style Roast Meats	7

- Read the sections that you have identified. Double-check that you understand and note any practices you are unsure of, and confirm they are relevant to your business before selecting them to be part of your FSP.
- Identify any records you might need as you read about each practice.

2 Compile records

You will have identified the records you will need.

- Refer to the *Food Safety Program Template Records* section (pages 13–21) to choose or design the records you will use.
- Make copies of these records and complete them as required.
- Keep your completed records at your business to prove that you are processing and handling food correctly.

Symbols used in the Food Safety Program Template

The following symbols appear in the *Food Safety Program Template* supplementary sections to remind you of specific food safety issues.

Pay attention to the temperature of high-risk food.

Pay attention to the time high-risk food spends in the temperature danger zone of 5°C to 60°C.

Pay attention to cross-contamination.

Pay attention to hygiene.

Pay attention to allergens.

Safe water and food

Goal: Ensure drinking water or potable water and water used for food preparation is safe.

What can go wrong?	What can I do?	How can I check?	What if it is not right?
Presence of high numbers of bacteria in water.	Ensure adequate and reliable supply of drinking water. Use water provided by authorised suppliers. If a safe, potable water supply is not available use quality bottled water or alternatively seek information or assistance on how to use non-potable water safely.	Check for appropriate credentials of water suppliers. Inspect alternative water supply to ensure it is of guaranteed quality.	Note any problems with supply; contact supplier if you need more information about the safety of the water. Take action if water is known to be unsafe. Note what action was taken. Alternatively find a safe source or arrange for a water carrier to bring safe water to your premises. Use bottled water or water of guaranteed quality. If water quality is poor, take measures to make the water safe or find out how this water may be used in the business. (See the Tips section page 4)

What are the risks?

Water that is untreated or polluted can cause serious poisoning.

Food laws require food businesses to use potable water for all activities that use water on the premises. If water is of a lower quality or is non-potable, it may be used if you can show that the safety of the food produced is not affected.

'Potable' water means water that is acceptable and safe for human consumption.
Potable water must be used in a food business for:

– washing food and food ingredients
– cooking
– adding to food and drinks
– making ice
– cleaning of food contact surfaces
– cleaning of food containers and utensils
– hand washing and personal hygiene.

Tips

- ✓ Contact your local council or check the DHHS Public and Environmental health water quality website at www.dhhs.tas.gov.au/peh/water
- ✓ If your business is in a rural area you may need to check that your water supply is safe for use in a food business (that is, find out if the water is potable). Check with your local water company or local council for more information on what to do if the water is not potable.

Sushi preparation and display

Goal: Ensure sushi dishes are safely prepared and displayed.

What can go wrong?	What can I do?	How can I check?	What if it is not right?
Contamination of food by bacteria, chemicals or other non-food material during purchasing of and receiving sushi or other foods.	Only buy from reliable supplier. Request that pre-made sushi is made to a requested standard, as below, before making a supplier of sushi an approved supplier.	Ask suppliers for information about their product or a copy of their completed Record 10: Sushi display time log. Measure the temperature of all sushi deliveries to see whether they are below 15°C.	If the temperature of the sushi is above 15°C when delivered, reject the delivery unless you have a predetermined arrangement with your supplier and can verify how long the temperature of the sushi has been above 15°C. (See Section 1: Purchase and Receiving for receiving other foods)
Contamination during preparation	Always use high-quality fillings and fresh fish free from contamination. For every one kilogram of rice, at least 110 ml of vinegar is to be added. Sushi rice to be a pH of 4.0; sushi rice plus fish to be pH 4.5.	Measure the pH of the rice using a pH strip (litmus paper) or a pH meter.	If the rice has a higher pH than 4.0, add more vinegar. The amount of vinegar per kilogram of rice must be increased. Retest the pH of the rice (via the rice slurry method – refer to Record 9: Sushi preparation) until the correct pH is reached.
Contamination during display	Keep display units at 15°C or cooler at all times. Ensure nori rolls are not on display at 15°C or colder for any longer than twelve (12) hours. Ensure nigiri pieces are not on display at 15°C or colder for any longer than eight (8) hours.	Inspect the temperature of display units. Monitor the time products spend on display.	Alter the temperature of the display unit so it is 15°C or colder. Discard any nori rolls that have been at 15°C or colder for 12 hours or more. Discard any nigiri pieces from display that have been at 15°C or colder for 8 hours or more.

Records

To check	Record	How often
pH and temperature	Record 9: Sushi preparation	Record per batch
Temperature and time	Record 10: Sushi display time log	Per batch displayed
Equipment and utensils are clean	Record 8: Cleaning schedule	As per schedule

Note: The term 'sushi' in this module refers to nigiri pieces and nori rolls in general. A nigiri piece is a piece of seafood (raw or cooked) placed on top of vinegared rice. A nori roll is defined as vinegared rice, seafood (raw or cooked) and/or vegetables or other ingredients rolled in seaweed sheets.

What are the risks?

The addition of vinegar to rice produces an acidic environment, discouraging the growth of food poisoning bacteria. If the sushi's pH is higher than 4.5, bacteria are able to grow, making the product unsafe.

The acidity of the rice helps protect the other ingredients in the sushi products from bacterial growth if they are clean and free from contamination. The pH of the rice and vinegar mix must be 4.0.

Growth rates of food poisoning bacteria increase in nori rolls after 12 hours at 15°C or colder.

Growth rates of food poisoning bacteria increase on nigiri pieces after 8 hours at 15°C or colder. As the rice is not surrounding the fish, the acidity of the rice is not able to protect the pieces for as long as it can in nori rolls.

Tips

- ✓ Keep a note of the amount of vinegar required to achieve the correct pH.
- ✓ Start the display time for sushi immediately after the sushi is cooled to 15°C.
- ✓ Handle ingredients as little as possible and ensure that utensils used are clean and free from contamination.
- ✓ To find out more about allergens and how you may help customers with allergen questions, see www.allergyfacts.org.au

Preparing Chinese-style roast duck

Goal: Ensure Chinese-style roast duck is safely prepared.

What can go wrong?	What can I do?	How can I check?	What if it is not right?
Growth of bacteria	Dip the duck in boiling water containing vinegar. (Other ingredients, and the amount of vinegar used, will be dependent on traditional recipes. The actual amount of vinegar used is not of importance.)	Use a probe thermometer to check the core temperature of the duck at the beginning of the drying process and roughly halfway through Be careful to insert the probe thermometer in an area that will cause minimal damage to the duck's skin	If the water mixture has cooled down before you have dipped the duck, re-boil the water prior to dipping.
	Hang the duck to dry in the cool room for no longer than 6 hours.	Check that the core temperature of the duck does not get any higher than 25°C throughout the drying process.	Move any ducks that reach a core temperature higher than 25°C anytime during the drying process to refrigeration until the temperatures drops. Discard any ducks that have been hung to dry for longer than 6 hours. This 6 hours is cumulative – if the ducks had to be put into refrigeration to drop the core temperature, the time they had already been hung to dry before being put into refrigeration must be added onto the time they are hung to dry again once they are removed from refrigeration.

Records

To check	Record	How often
Temperature and time	Record 11: Drying log	All ducks
Type of meat/time on display	Record 12: Meat display time log	Per batch displayed
Equipment and utensils are clean	Record 8: Cleaning record (schedule)	As per schedule

Preparing Chinese-style roast duck (continued)

What are the risks?

Water below boiling point can retain harmful bacteria and the duck must be dipped in water at 100°C. The boiling water kills any bacteria present on the surface of the duck's skin.

Vinegar alters the pH of the skin and, therefore, it limits the ability of food poisoning bacteria grow.

Temperatures above 25°C provide an environment that encourages bacterial growth.

After 6 hours of hanging, bacterial growth starts to increase – cooking the duck will not destroy toxins produced by bacteria such as *Staphylococcus aureus*.

Tips

- ✓ Check temperatures of dipping water using a probe thermometer.
- ✓ Check temperature of duck using a probe thermometer and record the length of time (individually and cumulatively) the duck is in the prescribed temperature zones.
- ✓ Ensure thermometers are cleaned properly before and after each use.
- ✓ Only use clean and sanitised equipment when handling and preparing ducks.
- ✓ To find out more about allergens and how you may help customers with allergen questions, see www.allergyfacts.org.au

Preparing Chinese-style chicken

Goal: Ensure Chinese-style chicken is safely prepared.

What can go wrong?	What can I do?	How can I check?	What if it is not right?
Growth of bacteria	Dip the chicken in boiling water containing salt or soy sauce. The actual recipe used will be dependent on traditional recipes and the amount of salt or soy sauce used is not important.	Inspect to see that all water used for dipping the chicken is completely boiling before use.	If the water mixture has cooled down before you have added the chicken, re-boil the water prior to adding the chicken.
	Only use high-quality chickens without any broken skin.	Inspect chicken to make sure it does not have any broken skin.	Do not use a chicken with broken skin for this style of cooking.

Records

To check	Record	How often
Type of meat/time on display	Record 12: Meat display time log	Per batch displayed
Equipment and utensils are clean	Record 8: Cleaning schedule	As per schedule

Preparing Chinese-style chicken (continued)

What are the risks?

Water below boiling point can retain harmful bacteria and the chicken must be dipped in water at 100°C. The boiling water kills any bacteria present on the surface of the chicken's skin.

The salt or the salt content in the soy sauce alters the water activity, or the ability of food poisoning bacteria to grow on the chicken's skin.

The altered bacterial activity on the skin limits bacterial growth.

Tips

- ✓ Check temperatures of dipping water using a probe thermometer.
- ✓ Record the length of time (individually and cumulatively) the chicken is held in the temperature danger zone of 5°C to 60°C.
- ✓ Ensure thermometers are cleaned properly before and after each use.
- ✓ Only use clean and sanitised equipment when handling and preparing chickens.
- ✓ To find out more about allergens and how you may help customers with allergen questions, see www.allergyfacts.org.au

Displaying Chinese-style roast meats: duck, chicken and BBQ pork

Goal: Ensure Chinese-style roast duck, chicken and BBQ pork are safely displayed and served.

What can go wrong?	What can I do?	How can I check?	What if it is not right?
Growth of bacteria	Ensure the display area is not enclosed to allow air in to the display area.	Check that condensation does not fog up the display case. Inspect to see there is no moisture build-up.	Clean the display screen/glass with a clean dry cloth. If there is moisture build-up in the area, use a different display area.
	Ensure there is enough space in the display area to allow for all of the meats to be hung far enough away from each other, so that they are not touching each other or any of the other meats on display.	Inspect to see the meats do not touch each other or any of the other meats on display.	If meats are touching each other, move them apart immediately. If meats have been in contact with each other for an extended period of time cut them up and reheat to 60°C or hotter.
	Carry the meats using a hanging hook, rather than by touching the surface of the meats.	Inspect to see whether the skin and surface of the meats is intact and undamaged. Observe to ensure there is no human contact with the surface of the meats.	Once the surface of the meat is broken or damaged or there is human contact with the surface of the meat, cut it up and reheat to 60°C. Remove any duck and/or chicken that has been on display for longer than 22 hours and discard. Remove any BBQ pork that has been on display for longer than 7 hours, and discard it.

Note: all Chinese-style meats must be cooked before displaying.

Records

To check	Record	How often
Type of meat and time on display	Record 12: Meat display time log	Per batch displayed
Equipment and utensils are clean	Record 8: Cleaning schedule	As per schedule

Displaying Chinese-style roast meats: duck, chicken and BBQ pork (continued)

What are the risks?

Moisture build-up in the display area will increase the water activity on the meats' skin. Increased water activity on the skin encourages the growth of food poisoning bacteria.

If meats touch each other, the moisture (water activity) on the meat's skin or surface increases, which thus increases the possibility of bacterial growth.

Chinese-style roast duck, chicken and BBQ pork is on display at room temperature, which is in the temperature danger zone of 5°C to 60°C.

Food poisoning bacteria grow on the flesh of the meat at a very quick rate – the skin must be intact to keep the meat safe.

After 22 hours on display out of temperature control (that is, at room temperature), food poisoning bacteria will be present and multiply on the surface of the chicken and duck skin.

After 7 hours on display out of temperature control (that is, at room temperature), food poisoning bacteria will be present and multiply on the surface of the pork.

Tips

- ✓ Make sure staff use gloves and that they understand how to use their gloves safely and hygienically.
- ✓ Make sure the display unit and utensils are clean before use.
- ✓ To find out more about allergens and how you may help customers with allergen questions, see www.allergyfacts.org.au

Records

The records in this resource are designed to help you monitor the food safety practices that apply to your business.

You should identify the food safety practices that apply to your business using the *Food Safety Program Template for Retail and Food Service Businesses* (page 5). Each section in this supplement indicates the records that you are likely to need.

1 Select the records you will use for your business.

2 Look at the example records.

3 Check each record to see if it fits the way your business operates. Some of the records in this pack have two versions to help you find a record that meets your needs.

4 If you think a record fits the way your business operates, use a copy of the blank form and add it to your Food Safety Program folder.

5 If the sample records in this publication do not suit your business, you can design your own. This might include setting out the information differently. If you use an alternative, make sure that:

- you collect the same information as the example record(s) you are replacing
- if using remote IT systems to monitor cold storage, discuss this with your local council environmental health officer.

6 Summarise the records you will use in your business in the table below.

Records	I will use this record	I have created my own record
Record 9: Sushi preparation		
Record 10: Sushi display time log		
Record 11: Drying log		
Record 12: Meat display time log		

To use the records, make sure that all staff members understand:

- what to record
- when to record it
- who will record it
- who will check that records are complete
- who will help if something goes wrong and if equipment is not working
- where records should be stored
- how long records should be stored for.

Review completed records to identify any problems with food practices or staff knowledge.

Record 9: Sushi preparation (example)

PART 1: Rice preparation

Date	Temperature of rice slurry	pH of rice slurry (Rice + Vinegar + salt/sugar)		Date used
		Check pH	Final check pH	
22/1/2010	25°C	pH 4.6	pH 4.0	Same day

PART 2: Sushi assembly/preparation

Date and time made	Rice temperature	Types fillings/name	Temperature of fillings
22/01/10 10am	20°C	Tuna, salmon, egg	5°C

PART 3: Completed sushi

Time finished assembly/ preparation	Temperature of completed sushi rolls	Delivery/transport* (Temperature of the sushi and the time the transport vehicle left the manufacturing site)	
		Time	Temperature
11am	15°C		

Remember:

- pH of rice and vinegar mix must be at a pH 4.0.
- The pH of the sushi end product (rice, seaweed paper and filling) must be pH 4.6.
- Always use high-quality fillings and fresh fish.
- Fillings for sushi must be prepared, stored, cooked, cooled, packaged as per your Food Safety Program.
- When sushi is made it needs to be cooled to 15°C in 6 hours or less.
- If the sushi is not cooled before it is transported you will need to give a copy of this record to your customer with the delivery, using the delivery/ transport column.
- Your customer will then complete part 3 of this record (Time cooled).

Note: Do not write on this master form. Make several photocopies to put in your records folder.

Record 9: Sushi preparation

PART 1: Rice preparation

Date	Temperature of rice slurry	pH of rice slurry (Rice + Vinegar + salt/sugar)		Date used
		Check pH	Final check pH	

PART 2: Sushi assembly/preparation

Date and time made	Rice temperature	Types fillings/name	Temperature of fillings

PART 3: Completed sushi

Time finished assembly/ preparation	Temperature of completed sushi rolls	Delivery/transport* (Temperature of the sushi and the time the transport vehicle left the manufacturing site)	
		Time	Temperature

Remember:

- pH of rice and vinegar mix must be at a pH 4.0.
- The pH of the sushi end product (rice, seaweed paper and filling) must be pH 4.6.
- Always use high-quality fillings and fresh fish.
- Fillings for sushi must be prepared, stored, cooked, cooled, packaged as per your Food Safety Program.
- When sushi is made it needs to be cooled to 15°C in 6 hours or less.
- If the sushi is not cooled before it is transported you will need to give a copy of this record to your customer with the delivery, using the delivery/ transport column.
- Your customer will then complete part 3 of this record (Time cooled).

Record 10: Sushi display time log (example)

Date	Type of sushi/ supplier name	Time and temperature of sushi when delivered		Time put on display	Temperature of the display unit		Corrective action	Time taken from display
		Time	Temp		Time	Temp		
22/1/10	Tuna	10am	15°C	10.30am	11am	15°C	None required	3pm

Put a copy of this record near the display unit.

- Check time and temperature of sushi when delivered.
- Record delivery time if sushi is delivered above 15°C. Your supplier will need to tell you what time this delivery started.
- Record daily the time the sushi is put on display.
- Temperature of nigiri pieces and nori rolls must be kept at 15°C or less. Nigiri pieces can be displayed for up to 8 hours at 15°C or less. Nori rolls can be displayed for up to 12 hours at 15°C or less.
- Record the temperature of the display unit twice a day.
- If the sushi temperature is above 15°C, record what you did to reduce the temperature in the Corrective action column.
- Record the time sushi is removed from the display.
- If all stock has been sold note in the Corrective action column.

Note: Do not write on this master form. Make several photocopies to put in your records folder.

Record 10: Sushi display time log

Date	Type of sushi/ supplier name	Time and temperature of sushi when delivered		Time put on display	Temperature of the display unit		Corrective action	Time taken from display
		Time	Temp		Time	Temp		

Put a copy of this record near the display unit.

- Check time and temperature of sushi when delivered.
- Record delivery time if sushi is delivered above 15°C. Your supplier will need to tell you what time this delivery started.
- Record daily the time the sushi is put on display.
- Temperature of nigiri pieces and nori rolls must be kept at 15°C or less. Nigiri pieces can be displayed for up to 8 hours at 15°C or less. Nori rolls can be displayed for up to 12 hours at 15°C or less.
- Record the temperature of the display unit twice a day.
- If the sushi temperature is above 15°C, record what you did to reduce the temperature in the Corrective action column.
- Record the time sushi is removed from the display.
- If all stock has been sold note in the Corrective action column.

Record 11: Drying log (example)

Complete this record weekly.

Put a copy of this sheet near the drying area (check the Standard preparation procedures in your Food Safety Program).

- **Ducks can be hung to dry at ambient temperatures (that is, room temperature) for up to 6 hours.**
- **Record the time the meat was taken from the drying area to be cooked.**

Date	Meat: duck/chicken/ pork	Drying time		Corrective action	Time taken to cook
		Time started	Time finished		
20/11/2010	Duck	10am	5pm	Put into refrigerator	7pm

Note: Do not write on this master form. Make several photocopies to put in your records folder.

Record 11: Drying log

Complete this record weekly.

Put a copy of this sheet near the drying area (check the Standard preparation procedures in your Food Safety Program).

- **Ducks can be hung to dry at ambient temperatures (that is, room temperature) for up to 6 hours.**
- **Record the time the meat was taken from the drying area to be cooked.**

Date	Meat: duck/chicken/ pork	Drying time		Corrective action	Time taken to cook
		Time started	Time finished		

Record 12: Meat display time log (example)

Complete this record weekly.

Put a copy of this sheet near the display area.

- Chinese-style roast ducks can be on display out of temperature control (that is, at room temperature) for up to 22 hours.
- Chinese-style chickens can be on display for up to 22 hours.
- Chinese-style barbeque or roast pork can be on display for up to 7 hours.
- Normal temperature control measures apply for all other meats.

Date	Type of meat	Time put on display	Date taken from display	Time taken from display
20/11/2010	Roast Pork	12pm	20/11	7pm
20/11/2010	Duck	12pm	21/11	10am
20/11/2010	Squid	12pm	20/11	4pm

Note: Do not write on this master form. Make several photocopies to put in your records folder.

Record 12: Meat display time log

Complete this record weekly.

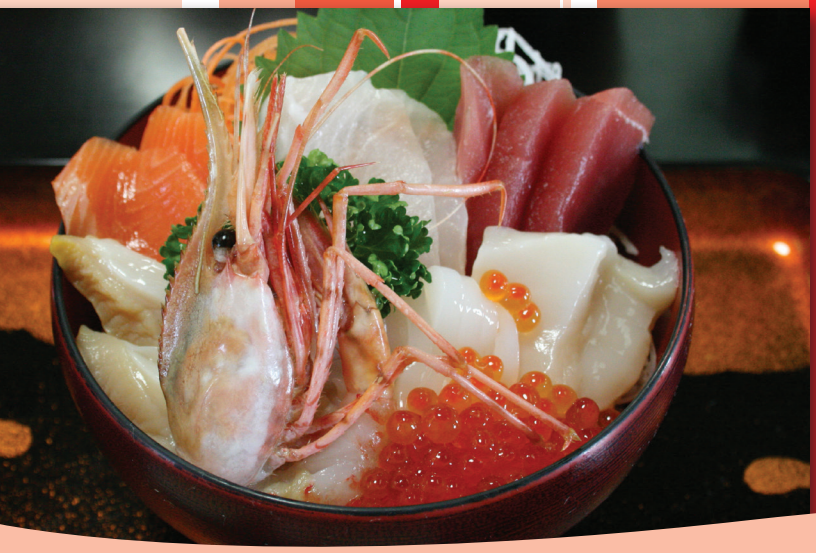
Put a copy of this sheet near the display area.

- Chinese-style roast ducks can be on display out of temperature control (that is, at room temperature) for up to 22 hours.
- Chinese-style chickens can be on display for up to 22 hours.
- Chinese-style barbeque or roast pork can be on display for up to 7 hours.
- Normal temperature control measures apply for all other meats.

Date	Type of meat	Time put on display	Date taken from display	Time taken from display

Tasmania

Explore the possibilities



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