

Takeaway & Delivered Food Guidelines

In this uncertain time our tenants are looking to serve takeaway food and/or delivered food.

This is a great way to help your pubs to continue trading, however there are a few steps you still need to take to ensure that you are food safe both on & off your premises

Whilst the government has announced that planning rules will be relaxed around operating as a takeaway **ALL** food safety measures/standards/compliance **MUST** still be adhered during this time

So, what does this mean for you?

- **Safer Food, Better Business (SFBB)** – this must still be in place and in use
- **Daily/Weekly Records** – these still need to be completed
- **Allergens** – all policies & procedures still need to be adhered to

What the government hasn't advised on is **delivered food**.

Whilst all normal steps would be taken on site and food handed to customers to takeaway from site you need to consider the extra food safety steps required to ensure food safety when delivering food yourself.

You **must** be able to prove **due diligence** should the need arrive during this time

The guidelines on '**HOT & COLD OFF SITE FOOD TO CUSTOMERS**' are attached on this document

First question applies to ALL sites -

- **Q : If I don't already serve food in my premises do I still need to register with the council in order to do any kind of food?**
 - A : YES – this is done online – simply click the link and follow the instructions. You can start food straight away as long as kitchen is line with EHO guidelines and all legal paperwork is in place
 - <https://www.gov.uk/food-business-registration>

Takeaway Food -

- **Q : Do I need any extra measures or paperwork if I do takeaway food**
 - A : No – but you must complete and have in use – Safer Food, Better Business – Daily/Weekly records – Allergen data & procedures
- **Q : If I already do food do I need to inform the council I am going to do takeaway? –**
 - Yes – send an email to your local EHO – find on your local council website

Delivered Food –

- **Q : Am I able to deliver hot & cold food from my premises?**
 - A : yes, although you will need additional records and safe methods to cover this.
- **Q : Where can I find this information? -**
 - The CookSafe manual covers 'Hot & cold off site service to customer' (page 34 & 35). Ensure that you implement extra procedures/training from the attached guidelines. You may want to think about –
 - **How you can guarantee the food is at a safe temperature when it arrives –**
 - Transport in an insulated food bag
 - Use insulated containers
 - Record temperature when you leave the premises (is it over min 63°C?)
 - If delivery longer than 30 mins check & record temp again. If not 63°C or above then the order will need to be replaced
 - **How do I ensure allergens are clear –**
 - Label each dish clearly
 - Transport in a separate bag to avoid to avoid cross contamination
 - **Extra steps you may want to think about around Covid-19 when delivering**
 - Have hand sanitiser gel in your car
 - Maybe use fresh gloves with every delivery
 - Maybe do card payment only so as to avoid handling cash

Q : Where can I find supplies to be able to do deliveries & takeaways? -

- A : You can find insulated bags and containers plus through Nisbets & Buzz Catering
 - <https://www.nisbets.co.uk/> - 25% (minimum) of all light goods – state you are an Admiral tenant
 - <https://www.buzzcateringsupplies.com/> - 20% Off all light goods – state you are an Admiral tenant
 - <https://booker.co.uk/home.aspx> - 2% rebate every 6 months on all excl. alcohol & tobacco