



FOOD SAFETY RISK ASSESSMENT

FOR

Apley Farm Shop

Membership Number **16180**

Responsible Person - **Gavin Hamilton**

Food Types	Equipment	Creation / Next Renewal Date
Ackee & Saltfish	Blow Torch, Knives and chopping boards, Smoker, Vacuum Pack Machine	Creation: 07/Nov/2017 Next Renewal Date: 22/Sep/2018

This Hazard Analysis is based on HACCP principles in order to comply with The Food Safety and Hygiene (England) Regulations 2013 and similar regulations in Wales and Scotland.

All hazards have been defined as either Control Points (CP's) or Critical Control Points (CCP's). The hazards shown as CCP's require particular attention and monitoring as they represent the biggest risk to public health & safety.

The Analysis has two parts:

- The process flow diagram
- An analysis for each of the hazard highlighted by the process flow diagram from the point of purchase through to handing to a customer

Any questions related to this assessment should be addressed to the owner in the first instance

This should be inserted in Section 1 of your Due Diligence Folder

Collection from Suppliers

(Ambient i.e. not chilled or frozen)



Storage

(Chilled i.e. kept in the fridge or chiller)



Preparation

(Preparation of raw foods only)



Cooking

(Cooking high risk foods)



Cooking

(Cooking high risk foods)



Cooking: Sous Vide

- I cook poultry, pork, minced products and/or rolled products



Vacuum Packing

- I vacuum pack cooked products



Labelling

(I label food as part of my business process)



Chilled Display

(Cold Holding)



Transport

(Fridges and cool boxes (e.g. fridge van or separate fridge/cool box in a van))



Collection from Suppliers

Ambient Products

 Hazard	 Controls	Critical Controls	 Monitoring Procedures	 Corrective Actions
Microbiological contamination.	<p>Keep raw and ready-to-eat products separate.</p> <p>Use only reputable suppliers who can demonstrate legal compliance.</p> <p>Do not purchase food which has actually or potentially been contaminated.</p>		<p>Undertake a visual inspection upon return to business.</p> <p>Check for odour</p>	<p>If ready-to-eat, ambient products have been compromised and exposed to bacterial contamination from raw products, dispose of the affected foods.</p>
Chemical contamination.	<p>Ensure food is stored away from chemicals.</p> <p>Use only reputable suppliers who can demonstrate legal compliance.</p> <p>Do not purchase food which has actually or potentially been contaminated.</p>		<p>Conduct a visual inspection upon return to business.</p>	<p>If the food appears contaminated or has a chemical odour, or if the product appears damaged, isolate and dispose of it safely.</p>
Physical contamination.	<p>Ensure that packaging is in good condition and that tins are not dented or blown.</p> <p>Use only reputable suppliers who can demonstrate legal compliance.</p> <p>Do not purchase food which has actually or potentially been contaminated.</p> <p>Temperature taken on delivery</p>	<p>Centre temperature measurements, ambient temperatures and vehicle temperature</p> <p>Moisture levels, PH water levels</p> <p>Visual Appearance</p> <p>Product dating</p>	<p>Conduct a visual inspection of food / packaging.</p> <p>Storage temperatures at 5c or below & temperature recording</p> <p>Monitoring of time frame, product out of cold storage</p> <p>Staff training</p> <p>QC manager and supervisor visual monitoring</p>	<p>If there is any damage that is likely to affect products after transport, then dispose of them.</p> <p>Rejection of product as a result of incorrect temperature, blown packaging or contamination, either biological or chemical</p>
Notes				

Storage

Chilled Storage

 Hazard	 Controls	Critical Controls	 Monitoring Procedures	 Corrective Actions
Microbiological contamination and growth.	<p>Keep high risk foods at or below 8°C.</p> <p>Check fridge temperatures three times every day and record in your Daily Recording Diary.</p> <p>Observe rules for loading of fridges. (raw at the bottom cooked at the top).</p>	Maintain fridge temperature at 8°C or less.	Monitor your daily recording diary on a daily basis to ensure checks are carried out and equipment is functioning correctly.	<p>If the temperature of high risk, chilled food has risen above 8°C for one period of less than 4 hours, it can be returned to a storage temperature of 8°C or less until it is sold, used immediately or disposed of.</p> <p>If the products have been above 8°C for more than one period of 4 hours then they must be disposed of.</p> <p>If you use the 4-hour rule you must document this in your daily recording diary. Note that food can only undergo one period of up to 4 hours above 8°C.</p>
Microbiological contamination and growth.	<p>Keep raw and ready-to-eat foods separate.</p> <p>Cover foods and store raw food below ready-to-eat products.</p>		Conducts visual checks on fridges daily.	If ready-to-eat food comes into contact with raw food it will potentially be contaminated and should be disposed of safely.
Microbiological contamination and growth.	Check 'best before' or 'use by' dates.	Do not use food beyond its use by date.	Conduct visual checks and implement stock rotation.	Dispose of any food beyond its 'best before' or use by date.
Physical contamination.	Ensure that packaging is in a good condition and that food is protected against contamination.		Conduct visual inspections of food / packaging.	If it seems any products have been damaged, dispose of them.
Chemical contamination.	Ensure foodsafe cleaning products are used and that the manufacturer's instructions are followed.		Conduct spot checks on cleaning practices by staff.	<p>If food comes into contact with chemicals, dispose of it safely.</p> <p>If cleaning products are not foodsafe, ensure they are changed for a more suitable product.</p>
Notes				

Apley Farm
 Smoked Pheasant - 1943

Preparation

Preparation of raw foods only

⚠ Hazards	🛠 Controls	Critical Limit	📺 Monitoring	✅ Corrective Action
Microbiological contamination.	Wash raw fruit and vegetables. If dual purpose sinks are used then ensure adequate cleaning and disinfection is carried out between uses.		Conduct visual checks to ensure raw fruit and vegetables are washed in the correct place.	Dispose of any products that have potentially or actually been contaminated. Review or retrain as necessary.
Physical contamination.	Ensure the preparation area and equipment are maintained in a sound condition.		Conduct daily visual checks of the condition of the preparation area and equipment.	Repair any deterioration to preparation areas and replace damaged equipment. Dispose of any products that have potentially or actually been contaminated.
Chemical contamination.	Keep chemicals away from food. Cover and/or put away food when cleaning.		Perform spot checks to ensure staff are following the correct procedures.	If there is any sign of chemical contamination, dispose of food safely and review your processes and storage of chemicals.
Processing the product	<ul style="list-style-type: none"> Temperature Staff hygiene Equipment cleaning Contamination <ul style="list-style-type: none"> - Biological - Food born - Pathogens - Parasites - Fungi - Chemical - Naturally Occurring - Mycotoxins - Metallic 	<ul style="list-style-type: none"> Centre Temperature measurements, ambient temperatures. 30 minutes processing rule. Calibration of temperature gauges. Visual Appearance Signs of <ul style="list-style-type: none"> - Product depreciation after opening of packaging - Moisture Levels & PH water levels - Protective clothing (disposable) - Gloves - Apron - Hat Correct equipment being used – set equipment for production of product. Staff training 	<ul style="list-style-type: none"> Temperature records, calibration of temperature gauges. Working in a correct ambient temperature. Visual monitoring Monitoring of time frame, product out of cold storage. 30 minute processing rule. QC manager and supervisor visual monitoring 	<ul style="list-style-type: none"> Refer to staff training. Halt production, refer back to CCPs.

Notes

Cooking

Cooking high risk products

 Hazards	 Controls	Critical Limit	 Monitoring	 Corrective Action
Survival of bacteria for foods other than whole muscles of lamb, beef and venison.	Ensure food is thoroughly cooked.	Food should be cooked to a minimum core temperature of 75°C for 30 seconds (or an equivalent time/temperature combination).	Conduct spot checks on food temperatures and record your results in a daily diary.	Continue to cook the product until the core temperature detailed is achieved.
Survival of bacteria for whole muscles of lamb, beef and venison.	The product must be heat sealed, e.g. flash frying the whole outer surface of the muscle in a hot pan or on a hot griddle.	Ensure the whole outer surface is sufficiently heat treated.	Ensure heat treatment is undertaken adequately.	If the whole outer surface is not sealed, do not serve and continue to seal or cook the product.
Fish: survival of parasites.	Ensure food is thoroughly cooked.	Food should be cooked to a minimum core temperature of 60°C for 60 seconds.	Conduct spot checks on food temperatures and record your results in a daily diary.	Continue to cook the product until a minimum core temperature of 60°C for 60 seconds is achieved.
Physical contamination.	Ensure all equipment is in good order.		Check maintenance records for equipment daily.	Repair or replace damaged or deteriorated equipment. Dispose of any products that have potentially or actually been contaminated.
Chemical contamination.	Ensure foodsafe cleaning products are used and the manufacturer's instructions followed.		Conduct spot checks on cleaning practices by staff.	If food comes into contact with chemicals then dispose of it safely. If cleaning products are not foodsafe, ensure they are changed for a more suitable product.
Notes				

Apley Farm Shop
 Smoked Pheasant - 1948

Cooking

Cooking high risk products - Smoking

 Hazards	 Controls	Critical Limit	 Monitoring	 Corrective Action
Survival of bacteria for foods other than whole muscles of lamb, beef and venison.	Ensure food is thoroughly cooked.	Food should be cooked to a minimum core temperature of 75°C for 30 seconds (or an equivalent time/temperature combination).	Conduct spot checks on food temperatures and record your results in a daily diary.	Continue to cook the product until the core temperature detailed is achieved.
Survival of bacteria for whole muscles of lamb, beef and venison.	The product must be heat sealed, e.g. flash frying the whole outer surface of the muscle in a hot pan or on a hot griddle.	Ensure the whole outer surface is sufficiently heat treated.	Ensure heat treatment is undertaken adequately.	If the whole outer surface is not sealed, do not serve and continue to seal or cook the product.
Fish: survival of parasites.	Ensure food is thoroughly cooked.	Food should be cooked to a minimum core temperature of 60°C for 60 seconds.	Conduct spot checks on food temperatures and record your results in a daily diary.	Continue to cook the product until a minimum core temperature of 60°C for 60 seconds is achieved.
Physical contamination.	Ensure all equipment is in good order.		Check maintenance records for equipment daily.	Repair or replace damaged or deteriorated equipment. Dispose of any products that have potentially or actually been contaminated.
Chemical contamination.	Ensure foodsafe cleaning products are used and the manufacturer's instructions followed.		Conduct spot checks on cleaning practices by staff.	If food comes into contact with chemicals then dispose of it safely. If cleaning products are not foodsafe, ensure they are changed for a more suitable product.
Notes				

Apley Farm Shop
 Smoked Pheasant - 1948

Cooking: Sous Vide

Cooking: Sous vide with no further cooking

 Hazards	 Controls	Critical Limit	 Monitoring	 Corrective Action
Survival of bacteria.	Ensure food is thoroughly cooked.	Food should be cooked to a minimum core temperature of 75°C for 30 seconds or cooking to a suitable time/temperature combination (see the chart in the notes section).	Conduct spot checks on food temperatures and record in a daily diary.	Continue to cook the product until the core temperature of 75°C for 30 seconds, or equivalent, is achieved.
Cross contamination	Use separate utensils for raw and cooked/ready-to-eat foods. Ensure Vacuum packing machine is clean		Conduct visual checks to ensure separate utensils are being used. Protective clothing is worn	Review or retrain staff as necessary. If cooked products are touched with the utensils used for raw products, continue to cook.
Physical contamination	Ensure the pouch remains intact.		Conduct visual checks of pouches.	Dispose of any products that have potentially or actually been contaminated.

Notes

Alternative time/temperature combinations for sous vide for poultry, pork, minced and/or rolled products (based on Listeria Monocytogenes).

Temp (°C)	Number of minutes												
60°C	43.48	63°C	17.24	66°C	6.83	69°C	2.72	73°C	43 secs	76°C	19 secs	79°C	08 secs
61°C	31.74	64°C	12.66	67°C	5.02	70°C	2.00	74°C	36 secs	77°C	14 secs	80°C	5 secs
62°C	23.26	65°C	9.30	68°C	3.70	72°C	1.08	75°C	26 secs	78°C	10 secs		

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Vacuum Packing

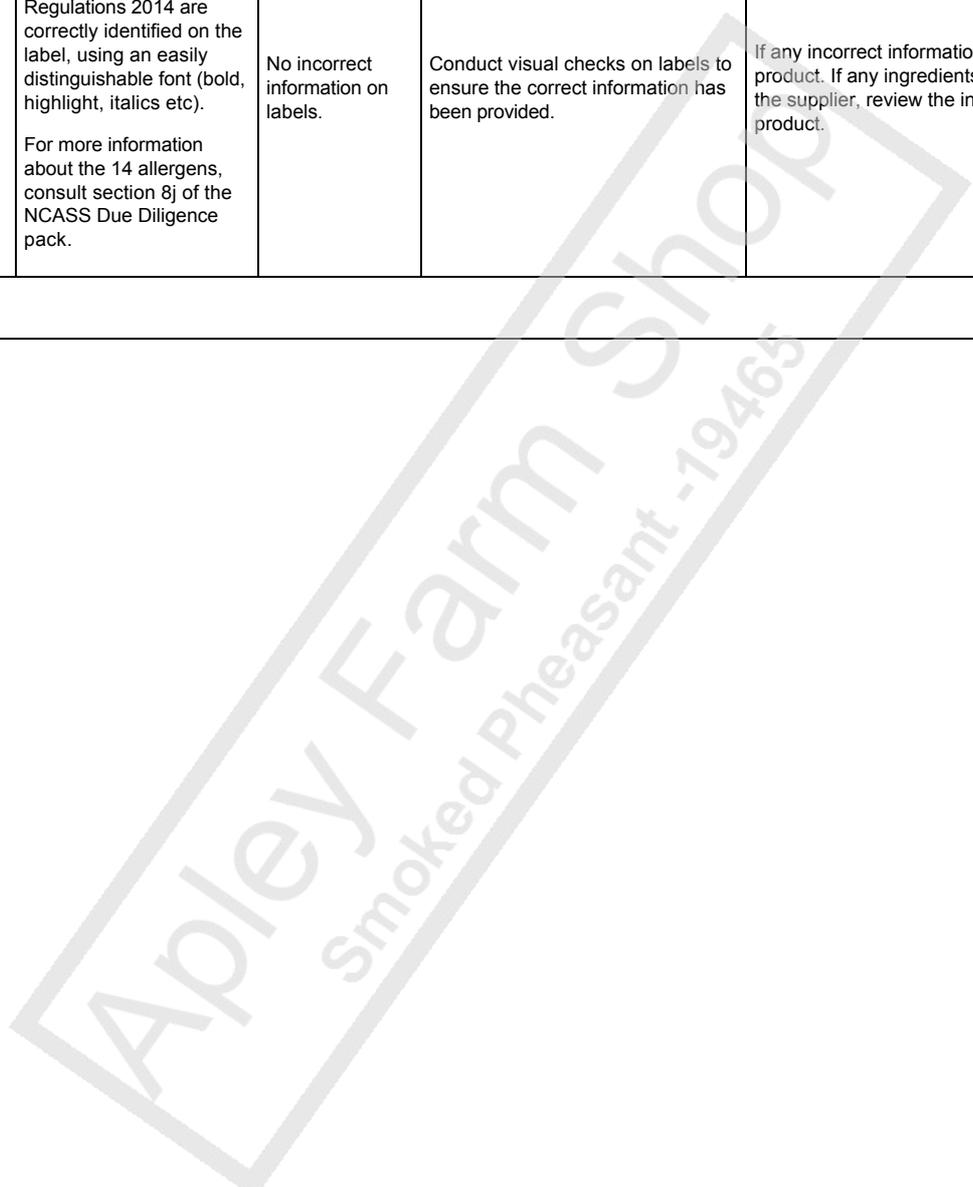
Vacuum packing COOKED PRODUCTS with a shelf life of MORE THAN 10 DAYS AND storing at a constant temperature below 3°C

 Hazards	 Controls	Critical Limit	 Monitoring	 Corrective Action
Microbiological contamination and growth (Clostridium Botulinum).	Minimise the time products are out of the chiller. Once vacuum packed, store the products below 3°C.	Maximum storage temperature of 3°C.	Take and record fridge temperatures. Conduct spot checks on staff undertaking the task to ensure that the correct date is applied.	Adjust or repair the fridge if it is operating at a temperature higher than 3°C. If the product has been stored in the faulty unit it should be disposed of.
Ingress of air and micro-organisms.	Check integrity of seals.	Visual - no leaking seals, check by squeezing packs.	Conduct routine check of seals prior to packaging process and through the batch run.	Check that the sealing bars and other parts of the packing machine are working correctly and reseal any packs that are not fully sealed.
Microbiological contamination and growth.	Ensure a separate vacuum packing machine is used for raw and ready-to-eat foods.	Provide separate vacuum packing machines for raw and ready-to-eat products.	Conduct spot checks on staff undertaking vacuum packing tasks to ensure that the correct machines are being used.	Dispose of any ready-to-eat food which has been vacuum packed using the raw meat vacuum packer.
Physical contamination	Ensure vacuum packing pouches are stored in such a way that they are not exposed to contamination. Use foodsafe pouches which are designed for use in vacuum packers.		Conduct visual checks on the storage area. Check deliveries to ensure the correct pouches have been provided.	Dispose of any pouches which have potentially or actually been contaminated and which pose a risk to food safety. Dispose of any unsuitable pouches.
Chemical contamination.	Ensure foodsafe cleaning products are used.		Conduct spot checks on cleaning practices by staff.	If food or packaging comes into contact with chemicals then dispose of it safely. If cleaning products are not foodsafe, ensure they are changed for a more suitable product.
Notes				

Labelling

Food labelling

 Hazards	 Controls	Critical Limit	 Monitoring	 Corrective Action
Incorrect information on food labels.	Ensure food is correctly labelled. Further information on how to label food can be found in the NCASS Due Diligence pack.	No incorrect information on labels.	Conduct visual checks on labels to ensure the correct information has been provided.	If any incorrect information is apparent, re-label the product. If any ingredients are unknown contact the supplier, review the ingredients or discard the product.
Incorrect allergen labelling.	<p>Ensure any of the 14 allergens specified in the Food Information Regulations 2014 are correctly identified on the label, using an easily distinguishable font (bold, highlight, italics etc).</p> <p>For more information about the 14 allergens, consult section 8j of the NCASS Due Diligence pack.</p>	No incorrect information on labels.	Conduct visual checks on labels to ensure the correct information has been provided.	If any incorrect information is apparent, re-label the product. If any ingredients are unknown contact the supplier, review the ingredients or discard the product.
Notes:				



Chilled Display

Chilled display

 Hazard	 Controls	Critical Controls	 Monitoring Procedures	 Corrective Actions
Microbiological contamination.	Keep raw and ready-to-eat foods separate. Cover foods and store raw foods below ready-to-eat products.		Conduct daily visual checks on fridges.	If ready-to-eat food come into contact with high risk, raw food it will potentially be contaminated and should be disposed of safely.
Microbiological contamination and growth.	Keep food at or below 8°C. Check and record fridge temperatures 3 times daily in your daily recording diary.	Maintain the fridge temperature at 8°C or less.	Check your daily recording diary on a daily basis to ensure that checks are being carried out and that equipment is functioning correctly.	If the temperature of chilled food has risen above 8°C for one period of less than 4 hours then it can be returned to a storage temperature of 8°C or less until it is sold, used immediately or disposed of. If the products have been above 8°C for more than one period of 4 hours then they must be disposed of. If you use the 4-hour rule this must be documented in your daily diary. Note that food can only undergo one period of up to 4 hours above 8°C.
Microbiological contamination and growth.	Check 'best before' or 'use by' date.		Always check dates prior to display.	Dispose of any food beyond its 'use by' or 'best before' date.
Chemical contamination.	Ensure foodsafe cleaning products are used.		Conduct spot checks on cleaning practices by staff.	If food comes into contact with chemicals then dispose of it safely. If cleaning products are not foodsafe, ensure they are changed for a more suitable product.
Physical contamination.	Ensure equipment and premises are in good order.		Check maintenance records for equipment and premises daily.	Repair or replace damaged or deteriorated equipment and repair damaged areas of premises as required. Dispose of any food which has potentially or actually been contaminated.
Microbiological, chemical and physical contamination from customers.	Protect food against potential contamination from customers, e.g. ensure food is covered/bagged and use sneeze guards for open foods.		Constantly monitor.	Dispose of any products that have potentially or actually been contaminated.
Notes				

Transport

Chilled Transport

 Hazards	 Controls	Critical Limit	 Monitoring	 Corrective Action
Microbiological contamination and growth.	Use separate containers for raw and ready-to-eat foods.		Conduct visual checks to ensure that foods are kept separate during transportation.	Dispose of any products that have potentially or actually been contaminated.
Microbiological contamination and growth for chilled food.	Keep chilled foods at or below 8°C.	Keep high risk, chilled food at or below 8°C.	Record temperatures upon loading at preparation premises/storage premises and also when unloading at site.	If, on arrival at site, the temperature of chilled food has risen above 8°C it must be disposed of.
Physical contamination.	Ensure products are protected against physical contamination during transport by covering them.		Conduct visual checks to ensure food products are suitably covered and protected against physical contamination.	Dispose of any products that have potentially or actually been contaminated.
Chemical contamination.	Keep chemicals away from food during transport.		Conduct visual checks to ensure food products are not stored with chemicals during transportation.	If there is any sign of chemical contamination, dispose of food safely and review your processes and storage of chemicals.
Notes				

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