



Food Safety Policy

1. Purpose and Scope:

The Food Safety Policy is intended to provide guidance to the Board, Staff and Volunteers of the Taillem Bend Community Centre Incorporated (TBCC) in its responsibility to achieve good and safe food handling practices.

2. Definition:

2.1 Food Standards Australia New Zealand (FSANZ) is the government body that administers the Australia New Zealand Food Standards Code (the Code). The Code sets out the requirements for Food Safety Practices and General Requirements in Food Safety Standard.

2.2 The South Australian Food Act 2001 dictates acceptable safe food handling strategies in South Australia.

2.3 TBCC is committed to adopting and maintaining food safety practices as a fundamental part of our business operating methods.

2.4 By adhering to these practices, the TBCC will avoid the spreading of disease through its food services.

2.5 By adhering to these practices, the TBCC will meet all relevant Government standards which apply to food handling.

3. Responsibility:

It is the responsibility of all TBCC Board members, Staff and Volunteers to uphold safe food handling and safety practices.

If an incident (act, omission, event, or circumstance) which has or could cause harm to a consumer or anyone else, under the Code of Conduct for Aged Care, must be recorded in an incident management system and managed appropriately against the [Serious Incident Response Scheme reportable incidents workflow](#).

4. Policy:


High standards of hygiene and product protection will be maintained in relation to food handling throughout all programs and services of the TBCC, in accordance with all relevant regulations, acts and standards.

People handling and preparing foods will take all reasonable precautions to make sure the food they are handling is safe and suitable to be consumed.

All volunteers working in areas where food is prepared or served will recognise & understand the important role of maintaining good personal hygiene and sanitation practices.

Clear training and orientation processes will be in place to ensure that the relevant information is passed on to all volunteers and staff of the TBCC

All volunteers and staff will understand their responsibilities for undertaking Food Safety Training as defined by legislation

| | | |
|---|--|---|
| Date formulated | November 2015 | |
| Dates approved by Board | V1 V2 V3 V4 | June 2016 Feb 2018 April 2019 Oct 2022 |
| Next review date | Oct 2024 | |
| Related documents | Food Safety Procedures Healthy Catering Policy Work Health and Safety Policy My Aged Care website CHSP Manual National Guide to the CHSP Client Framework (Guide) Serious Incident Response Scheme reportable incidents workflow. | |
| Legislation | Work Health and Safety Act (SA) 2012 Food Act 2001 (South Australia) Food Standards Code Standard 3.3.1 – Food Safety Programs for Food Service to Vulnerable Persons The South Australian Eat Well Be Active Strategy 2011–2016 The State Public Health Plan (SA) 2019-2024 Code of Conduct for Aged Care | |
| Signed on behalf of TBCC Board of Management by: | | |
| Name: Judy Bagg | | |
| Position held: Chairperson | Signature:  | 5 Oct 2022 |