

**FOOD HANDLING CHECKLIST FOR EVENTS HELD  
 BY  
 THE RC of BANORA TWEED**

**Statement of Intent**

When organising an event, the RC of Banora Tweed must ensure the food provided is safe and suitable and that organisation complies with food safety requirements.

**EVENT:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

TASK	TIME	SIGNATURE
Check TSC regulations re the requirements to: notifying about the event food handling standards.		
Check that the premises where the event will occur is clean and appropriate for the activities.		
Ensure food handlers are provided with information on safely preparing, transporting and displaying food, and their health and hygiene responsibilities.		
Ensure that hand washing and toilet facilities are available at the site.		
Ensure that drinkable water is available at the site or an adequate supply will be transported in.		
Ensure that sufficient food grade cleaning sanitizer is available		
Checked that equipment needed to keep food at safe temperatures (cold or hot) is available and is working?		
Checked that at least one food thermometer will be available to check food temperatures?		
Checked whether power and/or gas is available if needed?		
Determined how and where to dispose of waste water and rubbish?		