**Setting up a home-based food business**

The *Food Act 1984* (the ‘Act’) and the Australian New Zealand Food Standards Code (the ‘Food Standards Code’), all require a food premise to be constructed in such a manner that ensures the safe storage and preparation of food, whether it is at home or a café/restaurant.

Prior to applying to register a home-based food premises, you should:

1. **Review any relevant Planning and Building regulations.**

 You can call our Planning Department to discuss whether your business would require a permit to operate from your home. Important details include the proposed operating hours, staffing, type of food being made and if customers will frequent your property.

1. **Water supply**

Food premises must have an adequate supply of potable water for washing food

ingredients, cooking, adding to food or drinks, making ice, cleaning, sanitising and

personal hygiene. If your premises is on a private water supply (tank/bore) you must ensure the water is to Australian Drinking Water Standard.

1. **Wastewater**

If your property is in a sewered township contact Barwon Water on 1300656007 to determine if you need a trade waste agreement or grease trap.

If your property is unsewered, you will need to manage your Onsite Wastewater (Septic)

System and ensure it is in good working order and able to treat and retain all wastewater within your lot boundaries.

1. **Premises construction, fit out and set up:**

Your premises must be set up in accordance with the Food Standards Code- Construction

and Fit out of a Food Premises. Food Standards Australia New Zealand - Standard 3.2.3

Food Premises and Equipment. The general requirements are:

* All walls, floors, ceilings, benches and cupboards shall be in good condition and finished with a smooth and impervious material able to be easily cleaned.
* Toilet facilities must be provided.
* Clearly identified, separate storage facilities must be provided for all food ingredients, containers and equipment associated with the business.
* Adequate facilities for the storage and disposal of refuse shall be provided.
* Adequate ventilation shall be provided over all heating and cooking appliances.
* Children and pets are to be excluded from the kitchen during the preparation of food.
* Suitable containers and vehicles must be provided for the transport of food.
* All packaged food must be clearly labelled and comply with Food Standards Code labelling requirements.
* Potable water supply must be provided in the food preparation area.
1. **Labelling**

All packaged food prepared and offered for sale must be labelled correctly. Certain

information is required on the label to ensure customers can make informed choices when

purchasing food including allergen information.

The following information must be included when labelling food products:

* Name and/or description of the food;
* Identification of the ‘lot/batch’ number (Food Recall information);
* Name and Australian street address of place of manufacture;
* List of ingredients including an allergen statement and all allergens in bold;
* Use by or Best Before date;
* Nutritional information panel; For detailed information on food labelling including access to the FSANZ’s Nutrition Panel Calculator (NPC), visit www.foodstandards.gov.au
* Country of origin of the food;
* Warning and advisory statements;
* Directions of use and storage.