

# Food Control Plan Information

Food Act 2014

Ministry for Primary Industries  
Manatū Ahu Matua



# What is a Food Control Plan?

- A Food Control Plan or FCP is a template food safety document.
- It is made up of Four sections
  - Management
  - The basics
  - Serve Safe
  - Records

# Do I Need a FCP?

- Under the Food Act 2014 all business that prepare and sell high risk foods must operate under a risk based measure.
- This food sector includes,
  - ✓ Restaurants
  - ✓ Café
  - ✓ Takeaway
  - ✓ Caterers
  - ✓ Dairies that prepare foods (*Sandwiches, sliced meats etc*)
  - ✓ Bakeries
  - ✓ Cake decorators
- The template FCP has been designed specifically for this industry sector.

# Management

- The management section covers the personal identified as managers, and their responsibilities
- This section covers
  - ✓ Management details
  - ✓ Documentation and record keeping
  - ✓ Design and use of food premises
  - ✓ Training and supervision

# The Basics

- This Section covers the six requirements that all food handlers and service staff must be trained in
- The basics include;
  - ✓ What is Readily perishable food?
  - ✓ Health and Sickness
  - ✓ Hand Hygiene
  - ✓ Personal Hygiene
  - ✓ Cleaning and Sanitising
  - ✓ Food allergens

# Serve Safe

- This section covers the operational aspects of a food business, and covers “risk management”
- This section includes’
  - ✓ Temperature controls (*Hot holding, Cooling, Reheating*)
  - ✓ Food storage
  - ✓ Preparation
  - ✓ Cooking poultry
  - ✓ Display and self service
  - ✓ Catering & Transporting Food

# Records

- This section covers the records that need to be kept by your business, these will be audited at frequent intervals.
- Records that are required to be kept are;
  - ✓ Staff Training
  - ✓ Staff illness (*Exclusion of infected persons*)
  - ✓ Cooking poultry
  - ✓ Daily refrigeration temperatures
  - ✓ Hot held food temperatures (*every two hours*)
  - ✓ Approved suppliers
  - ✓ Thermometer calibrations

# Record keeping

- A standard dairy is available for record keeping.
- Staff are required to be trained to the standards of the food control plan.
- Staff records must be kept up to date.
- It is strongly recommended that cleaning schedule records are kept.
- It is strongly recommended that you keep records of pest control and maintenance.



# Additional Information

- There may be additional sections that your business will need to operate.
- Additional sections will be dependent on what food you prepare and sell.
- Please contact the Tararua District Council if you would like to discuss the Food Control Plan further.
- Stay tuned for further PowerPoint presentations on the Food Act 2014

# Where to find more information

Ministry for Primary Industries

<https://www.mpi.govt.nz/food-safety/food-act-2014/>

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