External Food Vendor FAQs

1. Why do we require your food business to be registered with the local authority?

Food businesses in the UK must be registered with the local authority for several reasons:

Public Health and Safety: Registration ensures that food businesses comply with hygiene standards and food safety regulations. This helps protect consumers from the risk of foodborne illnesses and ensures that the food sold or served is safe to eat.

Inspection and Monitoring: Registered food businesses are subject to regular inspections by local authorities. These inspections help identify and rectify any issues related to hygiene, food handling practices, and premises cleanliness, thereby maintaining food safety standards.

Legal Compliance: Registration is a legal requirement under food safety legislation, such as the Food Safety Act 1990 and the Food Hygiene Regulations 2013.

2. Why do we require your food business to hold public liability insurance?

Requiring food businesses to hold public liability insurance serves several important purposes:

Protection for Customers: Public liability insurance provides coverage for incidents where customers or members of the public suffer injury because of the food business's activities.

Business Continuity: Without public liability insurance, a significant claim or lawsuit could result in financial strain or even bankruptcy for a food business.

Compliance with Regulations: Holding public liability insurance is a legal requirement for food businesses. Compliance with insurance regulations ensures that businesses operate responsibly and can meet their obligations to customers and the public.

3. Why do we require your food business to have documented food safety controls following the HACCP food safety system or equivalent?

Food businesses are required to have a Hazard Analysis and Critical Control Points (HACCP) system for several reasons:

Food Safety Management: HACCP is a systematic approach to identifying, evaluating, and controlling food safety hazards throughout the food production process. Implementing a HACCP system helps food businesses ensure that their products are safe for consumption by identifying potential hazards and establishing control measures to prevent or minimise them.

Risk Assessment: HACCP involves conducting a thorough risk assessment of the entire food production process, from raw material sourcing to distribution. This proactive approach helps businesses identify and prioritise potential hazards, such as microbiological, chemical, or physical contaminants, and implement controls to mitigate these risks.

Prevention of Foodborne Illnesses: By identifying and controlling potential hazards, HACCP helps prevent foodborne illnesses and ensures that food products are safe for consumers.

Continuous Improvement: HACCP encourages continuous monitoring, verification, and review of food safety procedures. By regularly evaluating the effectiveness of control measures and making necessary adjustments, food businesses can continually improve their food safety management systems and maintain high standards of food safety.

Legal Requirement: Compliance with HACCP principles is a legal requirement under food safety regulations.

4. Why do we require at least one person within your food business to hold a Level 3 food safety qualification?

Food safety qualifications are categorised into different levels. Level 2 provides basic understanding of food safety principles, suitable for all food handlers in low-risk roles. Level 3 offers comprehensive knowledge of food safety management, including HACCP, legislation, and risk assessment. Aimed at supervisors and managers in food businesses.

Level 2 is foundational and does not adequately mitigate food safety risks, Level 3 is more advanced, focusing on supervision and management responsibilities.

5. How do I complete a Level 3 food safety qualification?

A level 3 food safety qualification can easily be completed online for less than £100. Training takes less than 9 hours to complete and download the certificate. Durham University currently used Virtual College https://www.virtual-college.co.uk

6. Why do we require your food business to identify the 14 mandatory food allergens for all food and beverage that you supply?

Food businesses have legal obligations to identify and declare the presence of 14 major food allergens in their food products. These requirements are outlined in the EU Food Information for Consumers Regulation (EU FIC) No. 1169/2011, which has been adopted into UK law. The 14 allergens that must be identified are:

- Cereals containing gluten (e.g., wheat, barley, rye, oats, spelt, kamut)
- Crustaceans (e.g., shrimp, crab, lobster)
- Eggs
- Fish
- Peanuts
- Soybeans
- Milk (including lactose)
- Nuts (e.g., almonds, hazelnuts, walnuts, cashews, pecans, Brazil nuts, pistachios, macadamia nuts)
- Celery (including celeriac)
- Mustard
- Sesame seeds

- Sulphur dioxide and sulphites (at concentrations of more than 10mg/kg or 10mg/L)
- Lupin
- Molluscs (e.g., clams, mussels, whelks, oysters, snails, squid)

The legal requirements for identifying these allergens include:

Clear Labelling: Allergens must be clearly labelled in the ingredients list of pre-packaged food products. They should be listed in a conspicuous manner using easily understandable terms.

Allergen Information: Information about allergens must also be provided for non-prepackaged (loose) foods. This information can be communicated verbally by staff but must also be documented in written format.

By adhering to these legal requirements, food businesses in the UK can help consumers with food allergies make informed choices and reduce the risk of allergic reactions. Failure to comply with these regulations can result in enforcement action, including fines and penalties.

7. Why have we taken the decision not to sell, serve or use <u>unpackaged</u> peanuts or tree nuts (including as a listed ingredient) on campus?

The University is not a nut free environment, however due to the likely high severity of any allergenic reaction to peanuts and tree nuts, the University has taken the decision not to sell, serve or use unpackaged peanuts or tree nuts on campus. This includes via external food vendors.

There are factors that increase the risk at universities, as students are often away from home, exploring unfamiliar foods.

8. Why do we use an automated system to capture your requirements?

Instead of completing an application form and submitting documents to multiple sites, you will only need to complete the form once. If approved, you will be onboarded for multiple sites. You will be required to resubmit documents that expire. Failure to provide the documents will result in your contact information be removed until the documents have been received.

9. How long will our online registration process take to complete?

We recommend allowing 21 days to onboarding to be completed. This will vary if documents are not submitted in a timely manner therefore, we recommend sending documents as soon as requested.

10. Who can I contact if I have any queries?

Please email university.catering@durham.ac.uk and the team will be happy to help. We monitor queries Monday – Friday (excluding bank holidays).

11. Do I need to complete the process in a single session?

You need to complete the form in a single session, you will then be contacted via by university.catering@durham.ac.uk to request the documentation we require. Please contact us if you do not hear from us or have any issues completing the form. We can answer queries Monday – Friday (excluding bank holidays).