

Leicester
City Council

EID PRAYER AND FESTIVAL JUNE 2017

A leaflet produced by Regulatory Services, Leicester City Council, for stallholders at the Eid Prayer And Festival

**This leaflet includes legal requirements to be met.
It is important for stallholders to read this leaflet
before the event and follow its contents.**

Address:

Phoenix House, 1 King Street, Leicester LE1 6RN

Contact Telephone Numbers:

Health and Safety Queries - (0116) 4543220

Food Safety Queries – (0116) 4541000






Fire Safety Queries – Leicestershire Fire and Rescue Service: (0116) 287 2241

Event Organisers - Leicester Eid Festival (0116) 2984781

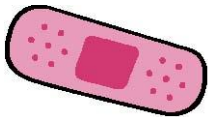
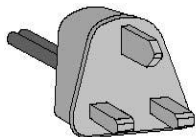
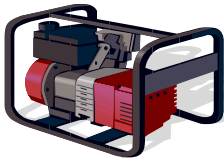

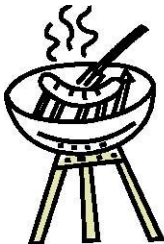
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PART 1: FOOD SAFETY

<p>THE STALL</p> 	<p>Your vehicle, trailer or stall must be clean and in good condition. Surfaces should be easy to clean. Any wood should be covered by a suitable and easily cleaned material. The ground within any stall and outdoor food handing area should be covered with fire retardant plastic sheeting or similar.</p>
<p>HIGH RISK FOOD</p>	<p>High risk foods are those in which food poisoning bacteria are likely to be found and are the foods most likely to cause illness. These foods include: <i>meat and poultry (especially chicken), milk, rice, seafood, eggs</i> and any foods made from the above items, including rice and peas, curry, goat and patties. High risk foods can be raw or ready to eat.</p>
<p>TRANSPORT OF FOOD</p> 	<p>All foods must be kept covered whilst being transported, using either closed containers, cling film or metal foil.</p> <p>High risk food should be transported in cool boxes with ice packs to keep the temperature of the food as low as possible.</p> <p>Loading, transport and delivery to the stall should all be done without delay. The longer food is at room/outdoor temperatures (and not kept cool), the less safe it becomes.</p>
<p>FOOD PREPARATION</p> 	<p><u>All food on the stall (including food on display) must be kept covered</u> to protect it from contamination such as flies.</p> <p>High risk food must be kept cool and should be stored in a refrigerator, or in a cool box with ice packs, until sold or cooked. This also applies to all high risk raw food. Raw and cooked food must be kept apart. Hot food and food cooked on the stall must be kept piping hot until sold.</p> <ul style="list-style-type: none"> - Cold food should be 8°C or cooler. - Food should be cooked at 70°C for 2 minutes or more. - Hot food should be 63°C or hotter. - A thermometer should be used to check temperatures.
<p>WATER HANDWASHING</p>	<p>A cold water supply will be available on site but you must provide sufficient water containers and heat the water you use for washing hands, equipment and work surfaces.</p> <p>Equipment and work surfaces must be cleaned regularly throughout the day. You must provide a separate sink or bowl for washing food and one for washing equipment. Waste water should be emptied into a suitable drain.</p> <p>You must also provide a wash hand basin (bowl), hot water, soap and disposable paper towels.</p>
<p>PERSONAL HYGIENE</p> 	<p>Clean clothing is essential. An apron or special food handlers' coat or overalls should be worn. Keep yourself clean, wash your hands frequently and whenever possible, avoid handling food directly. Use tongs or food wrapping materials. Cover any cuts with a waterproof plaster (make sure you know the location of your own first aid box as well as the first aid tent).</p> <p>If you are ill at all, particularly with diarrhoea and/or vomiting, you must not handle or serve food.</p> <p>Food handlers must not smoke, eat or drink whilst they are preparing, serving or selling food. Use the separate toilet facilities provided for stallholders rather than the public ones.</p>
<p>REFUSE</p> 	<p>You should provide yourself with a refuse sack or covered bin for food waste and other rubbish, which should be emptied into the skips/bulk bins provided.</p>



PART 2: HEALTH AND SAFETY

<p>FIRST AID</p> 	<p>First aid provisions must be available at your stall. You must have the following as a minimum:</p> <ol style="list-style-type: none"> 1. Individually wrapped sterile adhesive dressings, preferably blue (x 6). 2. Individually wrapped antiseptic wipes (x 6). <p>This is only a suggested contents list. You may wish to refer to British Standards BS8599 which provides further information on the contents of workplace first-aid kit</p> <p>Ensure that you nominate a person on your stall to take charge in the event of an emergency (e.g. to contact the onsite medical provider).</p>
<p>ELECTRICITY</p> 	<p>All electrical cables and connections must be safe. Electrical cables should be PVC coated or armoured and sockets should be moisture/water resistant and suitable for OUTDOOR use.</p> <p>'RCD' or 'RCBB' electricity safety cut out devices are recommended to be fitted between generators and electrical equipment. These can be obtained from hire companies that provide generators.</p> <p>Wires and cables should not be trailed across walkways where they can be tripped or walked over.</p>
<p>GENERATORS</p> 	<p>LPG or diesel fuelled types are recommended.</p> <p>NB: Petrol generators will not be allowed on site. It is Leicester City Council's policy not to allow petrol generators on their land for safety reasons.</p> <ol style="list-style-type: none"> 1. Generators should be sited in a well-ventilated area away from combustible materials. 2. Generators should be adequately GUARDED to avoid accidental contact by people or combustible materials. 3. Fuelling and refuelling is not permitted during the event. 4. Fuel should be stored in a safe manner in suitable containers that are clearly labelled.
<p>LPG</p> 	<p>LPG – this is bottled gas that is used for cooking/heating. See also separate leaflet “Using LPG Gas Safely at Outdoor Events”</p> <ol style="list-style-type: none"> 1. A maximum two cylinders is allowed for each appliance. 2. LPG cylinders should be properly secured and kept upright at all times. Cylinders must be suitably sited so as to prevent access by members of the public. 3. All flexible hosing must conform to British Standards (BS5482). It must not be cracked or worn (check at regulator and appliance ends). A suitable regulator and safety isolation valve should be provided. 4. Hosing should be appropriately clipped at the joint with the regulator and the appliance. 5. Operators must know how to use LPG safely and how to isolate the supply in an emergency. 6. Keep combustible materials and ignition sources away from LPG cylinders. 7. A risk assessment must be carried out and suitable firefighting equipment made available to manage the fire risk introduced into the event. 8. All LPG fuelled appliances must have a current gas safe certificate.
<p>BARBECUES</p> 	<p>Barbecues can be dangerous to the public especially children.</p> <ol style="list-style-type: none"> 1. BBQ's should be placed 1.5 metres behind the 'TRADING LINE' to allow for the barrier. BBQs and cooking appliances with naked flames must <u>not</u> be placed inside covered areas/gazebos. If gazebos/tents are used then these must be fire retardant with certificate available. 2. A suitable barrier should be placed between the BBQ itself and where members of the public have access to the stall. The barrier should be placed at last 1.5 metres away from the BBQ 3. The BBQ should be of sound structure and should be stable. 4. A suitable tray should be provided under the BBQ to collect hot debris falling from the BBQ. 5. Suitable "hot surface" warning signs should be placed by the BBQ.

PART 3: FIRE PRECAUTIONS

<p>FIRE PRECAUTIONS MAKE SURE YOU KNOW HOW TO USE THEM</p> 	<ol style="list-style-type: none"> 1. Cooking/heating appliances should be sited away from materials that are easily ignited. 2. Cooking appliances should be sited off the floor on a firm level surface. 3. A risk assessment must be carried out and suitable firefighting equipment should be provided:
<p>IN THE EVENT OF FIRE</p> 	<ol style="list-style-type: none"> 1. DO NOT throw water over LPG cylinders. 2. Contact a Co-ordinator or Steward immediately, or call the Leicestershire Fire and Rescue Service immediately. 3. Warn people to keep as far away as possible.

PART 4: OTHER MATTERS

<p>SMOKING</p> 	<p>Smoking is not allowed in enclosed workplaces and public places.</p> <p>No smoking will be allowed in stalls and the prescribed sign should be displayed within the stall.</p>
<p>NOISE</p> 	<p>Amplified music may only be played by the official sound systems.</p> <p>Do not have radios or other forms of amplified music etc on your stall.</p>
<p>REFUSE</p>	<ol style="list-style-type: none"> 1. Keep refuse at your stall to a minimum. Remove refuse regularly to the skips/bins provided. 2. Do not allow refuse to build up in marquees. 3. Do not leave food waste or refuse at your stall.
<p>CHILDREN</p>	<p>No child under 16 may be engaged* or employed unless he or she has a Leicester City Council employment licence. Employees aged between 16 and 18 must be registered with and approved by The Joint Committee for The Eid Festival in Leicester in advance.</p> <p>* This means that children must not be in any workplace, such as a stall.</p>
<p>ADVICE</p>	<p>For food hygiene/food safety matters - (0116) 4541001 For health and safety matters – (0116) 4543220 For fire safety matters – Leicestershire Fire and Rescue Service: (0116) 287 2241 For other matters - Leicester Eid Festival (0116) 2984781</p>