



Receiving Food

Managing the food that you bring into your food business is the first step in ensuring the food that you produce is safe and suitable.

Food businesses must take all practicable measures to ensure they only receive food that is safe and suitable for human consumption.

Food businesses should only purchase goods from reputable suppliers who are able to provide food in a safe and suitable manner.

- Make sure someone available to take delivery and to inspect the food when it arrives and to place it directly into the freezer, refrigerator or other appropriate storage area.
- Use your probe thermometer to check that all potentially hazardous foods are under temperature control. Reject any food that is not under temperature control.
 - cold = at a temperature of 5°C or below;
 - hot = at a temperature of 60°C or above;
 - frozen = frozen hard and not partly thawed.
- Check that the food is covered or packaged when it arrives and that the packaging or covering is not damaged. Reject any food in damaged packaging.
- Check the 'best before' or 'use-by' date – Food cannot be used or sold past its 'use-by' date.
- Reject any packaged foods that are incorrectly labelled i.e. no name and address of the manufacturer or supplier; inadequate date marking such as, use- by or best before dates; no ingredients listings and / or allergen declarations and mandatory warning statements (see **Labelling** fact sheet).
- Reject deliveries if the inside of the delivery vehicle is unclean or is carrying chemicals or other matter that may contaminate food.