



JJ Food Service Limited, Head Office and Registered Office 7 Solar Way, Innova Park, Enfield, EN3 7XY  
 www.jjfoodservice.com 01992 701 701



# Food Safety Policy Statement

JJ Food Service Limited is committed to supply its customers with products that comply with the requirements of the Food Safety Act 1990; the Regulations made under that Act; all other relevant legislation, Codes of Practice, Industry Guides, and other approved guidance. We store and deliver products according to recognized practices for good hygiene management, the vehicles and premises are maintained in a clean and hygienic condition. We are committed to provide training for our staff in good food handling techniques.

## Organization and Responsibility:

The Quality Assurance Representative shall monitor and oversee the operation of food safety policy through department managers. Implementation of this policy is the responsibility of the Heads of each department (Warehouse Manager, Transport Manager and Chief Product Officer) who shall be responsible for ensuring compliance with the relevant legislation, etc. within their areas of control.

## Rules and standards

### Personal hygiene

Food handlers must always observe the highest possible standards of personal hygiene to ensure that food does not become contaminated by pathogenic organisms, physical or chemical contaminant.

### Pest control

Pest infestations are frequently associated with untidy and dirty premises and are the major reason for enforcement actions and prosecution. Pest control contractor has been assigned to treat the premises with eight visits a year and/or on demand.

### Cleaning and disinfection

Cleaning schedule has been developed and cleaners shown how to follow the procedure and report any concerns.

### Contamination and prevention

There are four types of contamination: microbiological, physical, chemical and allergenic. We have implemented control measures in our HACCP to prevent contamination from happening.

### Staff training

All food handlers will be trained to the basic food hygiene standards (Staff Restaurant Personnel).





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### Waste disposal

A compactor unit is available to reduce the bulk of waste. A waste contractor has been assigned to collect waste weekly and on request, a valid waste transfer note is available.

### Temperature control

Temperatures of incoming frozen, chilled products are checked, non-conforming products returned to supplier.

The cold store is fitted with temperature control alarm and the temperature is recorded three times daily.

### Premises and equipment

JJ Food Service uses purpose-built sites which comprises of dry goods storage, freezer and chiller storage facilities. All equipment maintained by professional contractors.

### Monitoring and control procedures for suppliers and materials

All suppliers are required to fill in supplier self-assessment questionnaire, an audit will follow the questionnaire if we are not satisfied with the supplier food safety/quality measures.

All products are inspected on arrival in accordance with incoming goods procedure, any products that do not meet food safety/quality requirements will be rejected.

### GM Policy

It is JJ policy to source wherever possible products from suppliers who do not use GM ingredients.

### Glass/Plastic policy

To avoid contamination of food with glass/plastic the following policy applies to all JJ Food Service Limited sites.

Note: Diffusers are fitted to fluorescent tubes or fitted with safety coated light strips.

In the event of any glass breakage, it is important to ensure that:

1. The supervisor/manager is notified.
2. All products adjacent to the breakage are checked and in the event of possible contamination are discarded.
3. The glass/fragments carefully cleared up into a dustpan and transferred to a suitable container. I.e. a cardboard box marked "Broken Glass – Take Care."
4. All areas in the immediate vicinity to be wiped with a clean wet cloth including equipment and floor.
5. The whole area to be inspected carefully and only declared clear by the supervisor/manager.
6. A written record is kept of all breakage incidents and includes products contaminated (if any), date, time, place, and actions taken.

### Mustafa Kiamil

CEO-JJ Food Service Limited

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