

Taverham Village Hall Committee

Guidelines for preparing, providing, and selling food at Taverham Village Hall under the PPDS food labelling regulations, 1st October 2021.

Full details of the regulations can be found at, [food.gov.uk/Food Standards Agency](http://food.gov.uk/FoodStandardsAgency).

If you are intending to provide food at any event held in Taverham Village Hall or on the recreation field such as at the Taverham Fayre you must ensure you comply with the above regulations as part of your HACCP (hazard analysis and critical control points) requirements in food safety.

We have summarised key areas that may be relevant, but it is important you and those working with you are aware of what allergens each item contains.

The 14 allergens are: 1, **celery**, 2, **cereals containing gluten**, 3, **crustaceans**, 4, **eggs**, 5, **fish**, 6, **lupin**, 7, **milk**, 8, **molluscs**, 9, **mustard**, 10, **peanuts**, 11, **sesame**, 12, **soybeans**, 13, **sulphites**, 14, **nuts**.

This also applies to additives, processing aids and any other substances which are present in the final product.

The regulations apply whether the products are offered free, for sale or at a tasting.

Most of the food items offered at Taverham Village Hall will be categorised as **non-prepacked food**. However, allergen information for non-prepacked food can be communicated through a variety of means to suit the format of the hirer or stallholder. You are required to provide information about the use of any of the 14 allergens if they are present in a food item. You are not required to provide a full list of ingredients.

If you choose not to provide the allergen information in a written format you must provide clear signs to indicate where the information can be found either through a member of your team or a clear poster which must be easily accessible and visible regardless of whether the consumer has a food allergy or not.

As some people may only be sensitive to one particular cereal containing gluten or a nut you should specify the cereal (e.g., wheat) or the nut (e.g., almond).

For products containing meat you may also need to provide a QUID (quantitative declaration of ingredients) in the same method used for PPDS information (e.g., orally).

Food provided in a buffet format allergen information should be provided for each food item separately by individual label or a menu poster. Should this information require updating before it is possible to do so it is important each member of your team is aware of the revised ingredients and imparts the information to the consumer. Therefore, it is of the utmost importance you ensure the information provided by your team orally is accurate.

Food placed in packaging after the consumer has ordered it such as a fresh sandwich or burger is not PPDS food, but the non-prepacked rules described above do apply.

We have provided a chart of the 14 allergens and additional stickers for guidance which you are permitted to download but should not alter. However, it is your responsibility to ensure the food being offered by your group complies with the regulations. Should you be unsure you must seek advice from the Food Standards Agency website.

Appendix 1 14 Allergens chart.

Appendix 2 contains peanuts label.

Appendix 3 contains gluten label.

Appendix 4 contains Egg label.

The 14 Allergens



www.thesaferfoodgroup.com

Appendix 2



Appendix 3



Appendix 4

