

LINEE GUIDA SUI REQUISITI COMUNI PER ATTIVITA' DI PRODUZIONE ALIMENTI- BEVANDE

GUIDELINES ON THE GENERAL REQUISITES FOR FOOD-BEVERAGE BUSINESSES

REQUISITI COMUNI GENERAL REQUISITES

All **esercizi pubblici** / **public outlets** (bars, restaurants, canteens, ice cream parlours) where food and/or beverages are made, processed or packed must comply with European, national, regional and council standards.

Existing public outlets must comply with any outstanding legal standards the first time building work is carried out.

• AMBIENTI E LOCALI / ROOMS AND PREMISES

The work counters and areas in rooms where food is prepared or processed must be large enough to ensure that food does not come into contact with other food during the various stages of preparation and must be designed to be cleaned and disinfected easily.

Floors, walls and doors must be in good condition, easy to clean and disinfect. For this reason, they must be made of a durable, **washable, non-toxic**, non-absorbent material that has a smooth surface.

Ceilings and any equipment raised off the ground must be made and finished in such a way that they do not collect dirt and condensation, there is no formation of mould or dispersal of matter.

Windows and other openings must be fitted with removable insect screens that can be cleaned with ease. The filters and other parts of **sistemi di areazione** / **ventilation systems** that need to be cleaned or changed regularly must be removable.

Cleaning equipment and products must be kept together in one place, away from food. Waste bins must be used exclusively for this purpose and be made of a washable material, with a tight lid and a foot pedal for opening.

• RIFORMIMENTO IDRICO / WATER SUPPLY

All public outlets must have a supply of running drinking water. If the water comes from an independent source (such as a well or a spring) instead of from the mains water supply, the owner of the business must make sure the water is potable and suitable for food use and human consumption at all times by carrying out routine maintenance of the water tank and distribution system and by having chemical and bacteriological tests done on the water at least once a year by a specialist laboratory.

The owner must notify the local Nutrition and Food Hygiene department if a water softening system or processing system is installed for the water for human consumption. He or she must check that the equipment works properly and that the water remains potable by carrying out **controllo chimico-batteriologico delle acque** / **chemical and bacteriological water tests**.

Non-potable water used for other purposes (to make steam, fire fighting systems, etc..) should be distributed in separate pipes with appropriate marking so there is no possibility of contaminating the drinking water system.

• **SERVIZI IGIENICI / TOILET FACILITIES**

All public outlets where food and/or beverages are processed, made, prepared or packed must have toilet facilities for use by staff only and a changing room with double compartment lockers for staff to keep their work clothes and normal clothes separate.

The toilet walls must be 2m high and must be made of a smooth, washable material. They must have one or more WC's that are separate from the washbasin area. The washbasins must have hot and cold water taps (where the hands are not used to open and close them), an automatic soap dispenser and a hygienic system (such as disposable towels or hot air) for drying the hands. All the toilets must be connected to an efficient sewage system.

The ventilation in the toilets may be:

- a small outside window (at least 0.60 square metres in size);
- a mechanical ventilation system with timer that guarantees at least three changes of air per hour;
- a mechanical ventilation system connected to the toilet light switch that guarantees a complete change of air every time the toilet is used.

REQUISITI COMUNI SPECIFICI / SPECIAL REQUISITES FOR OUTLETS

AMBIENTI E LOCALI / ROOMS AND PREMISES

If the location of the public outlet is in a particularly polluted area, the quality of the food and/or beverage processed, produced and packed may be poor.

Public outlets must comply with the legal hygiene standards in the workplace.

The ceiling height must be at least 3m (the ceiling height in small-scale outlets located in old town centres must be no less than 2.70m).

Public outlets that produce smoke or unpleasant odours (except outlets that have a specific permit) must have an extraction system that guarantees at least 5 changes of air per hour, that eliminates odours and smoke and does not allow these to invade neighbouring premises. Odours, smoke and steam must be released outside, above the roof of the building through a high chimney that is at least 1m high.

The owner of the outlet must be able to prove that the building and the size of the rooms comply with the GENERAL REQUISITES FOR OUTLETS. Premises used for the production of confectionary, ice-cream, delicatessen food and fresh pasta must be at least 20 m² in size (at least 32 m² if they do not have a storeroom).

Outlets that sell items such as take-away pizza, piadina or donor kebabs, where food is prepared at the counter, must have a surface area of at least 12 m².