

Reopening checklist for food businesses during COVID-19

Planning and preparation for start-up

Check	Completed	Date
Check your Local Authority is informed of current food activities		
Notify your Local Authority of your intention to restart operations .		
Notify your Local Authority of any change to the business activities you are registered for. This includes the introduction of any new delivery or takeaway service.		
Update your Food Safety Management System for any new procedures		
Consider any risks to food safety introduced by changes to procedures.		
Review and document new procedures in relation to takeaway or delivery services e.g. allergen management, cook-chill-reheat, temperature control awaiting collection or during delivery.		
Manage risks of cross-contamination between raw and ready-to-eat foods.		
Ensure food packaging for takeaways and delivery is food grade, and appropriate for the purpose and food type.		
Store food packaging hygienically. Check that the hygiene and integrity of any packaging stored through a period of closure has been maintained and dispose of unsuitable packaging.		
Check staff are fit for work and wearing clean work clothes.		