

Ugu Distrik Munisipaliteit

### Ugu District Municipality

Ugu Umasipala Wesifunda

### ECONOMIC DEVELOPMENT & ENVIRONMENTAL SERVICES ENVIRONMENTAL HEALTH SERVICES

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The Owner/Manager

#### Re: CERTIFICATE OF ACCEPTABILITY ISSUED IN TERMS OF REGULATIONS GOVERNING GENERAL HYGIENE REQUIREMENTS FOR FOOD RPEMISES, THE TRANSPORT OF FOOD AND RELATED MATTERS: REGULATIONS No. R638 OF 22 JUNE 2018 PROMULGATED UNDER THE FOODSTUFFS, COSMETICS & DISINFECTANTS ACT (ACT 54 OF 1972)

The undersigned wishes to inform you that the abovementioned regulation governing general hygiene requirements for food premises and the transport of food was published in Government No. 41730 dated 22 June 2018

These regulations are applicable to all premises on which food is handled. Handle is defined as follows:

"handle" includes manufacture, process, produce, pack, prepare, keep, offer, store, transport or display for sale or for serving, and handling has a correspondence meaning. It is apparent that diverse premises such as restaurant, spaza shops, milk premises, green grocers, food hawkers etc. all fall with the definition of food handling premises.

Your attention is especially drawn to the fact that all food premises must obtain <u>Certificate of Acceptability</u> to handle or permit food to be handled on such premises.

The following procedures are in place and should be followed by the owner/manager of a food premises to obtain a Certificate of Acceptability:

- 1. The person in charge of any food premises must complete the attached application form and forward it forthwith to the Environmental Health Department.
- 2. On receipt of an application the local Environmental Health Practitioner will carry out an inspection and if satisfied, issue a Certificate of Acceptability in the name of the person in charge, e.g. butchery, bakery and supermarket.
- 3. The Certificate of Acceptability shall be displayed in a conspicuous place for the information of the public on the food premises in respect of which it was issued.

### PLEASE NOTE

The Certificate of Acceptability:

- a) Shall not be transferable from one person to another or from one food premises to another.
- b) Shall be valid only in respect of the nature of handling set out in the application for a certificate.
- c) May at any time be endorsed by the Ugu District Municipality.
- d) Shall expire temporarily for the period during, which a prohibition is in effect.
- e) Shall expire permanently if a prohibition referred to be not removed within a stipulated period, which shall exceed six months from the date on which a notice was issued.
- f) Shall expire permanently if the provisions are not complied with.

No person may make any unauthorised changes or additions to, or forge a Certificate of Acceptability.

No person shall handle food or permit food to be handled.

- a) On a food premises in respect of which a valid Certificate of Acceptability has not been issued or is not in force.
- b) In contravention of any restriction or condition of acceptability.

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### ECONOMIC DEVELOPMENT & ENVIRONMENTAL SERVICES ENVIRONMENTAL HEALTH SERVICES

Act 54 of 1972 (Annexure A)

(Vol 636. No 41730)

### ANNEXURE A

(Regulation 3 (2))

# **APPLICATION FORM FOR A CERTIFICATE OF ACCEPTABILITY**

### A. TYPE OF FACILITY

(Please tick the type of food facility for which you are applying for a Certificate of Acceptability)

General Dealer/Retailer	Take-Away	Wholesaler/Distributor
Butchery	Restaurant	Crop farming
Caterer	Informal Food Vendor	Processing Plant
Mobile Unit	Bakery	Home industry
Other (Specify)		

### B. PARTICULARS OF APPLICANT / PERSON IN CHARGE

Details of person in whose name the Certificate of Acceptability will be issued

Surname		
First Names		
Capacity (e.g. owner, managing director, manager)		
I.D./Passport No.		
Supporting Documents:	Copy of RSA identification document	
	Copy of Valid Passport, if applicable	
	Copy of Resident documentation, If an immigrant	
l <del>lgu Dist</del>	Copy of the Company/Close Corporation Registration Certificate indication all Directors/members and addresses, if applicable Copy of valid zoning certificate	itv
	Copy of valid Business Licence	
Postal Address		
Residential Address		
Tel No: Business		
Tel No: Residential		
Cell No		
E-mail		

## C. PARTICULARS FOR FOOD PREMISES/OWNER OF VEHICLE

Name of Food Premises / Business Trading Name (if any)	
Type of food premises (e.g. building, vehicle/mobile cart, stall) [Regulation 3 (1) (a)]	
Business Licence Number	
Physical Address of Food Premises (where will food be	Building Name (if applicable)
prepared and sold from?)	Shop Number & Floor Level (if applicable)
	Street Number & Name
	Erf(Lot) Number
	Suburb
Mobile trader / Informal trader - approved site of operation	
Postal Address of Food Premises	
Physical Address (In the case of a business solely in the business of transporting perishable food on behalf of someone else)	
Registration No. of Vehicle (s) to	
be used for the transporting of	
Perishable / Prepacked Foodstuffs [Regulation 3(1)(a) and 14(6)(a)]	
Physical location/areas where perishables are transported to?	

# If the following are not situated on the food premises, state the address or describe the location thereof:

ļ	ign Distri	Physical Address	Location
-	Sanitary (latrine) facilities		
-	Cleaning facilities (washbasins for facilities)		
	Hand-washing facilities		
	Storage facilities for food / facilities		
	Preparation premises		

## D. FOOD CATEGORY

List and describe the food items or the nature or type of food involved.

### E. QUANTITIES OF FOOD TO BE HANDLED

Indicate envisaged production output or number of persons to be catered for.

### F. NATURE OF HANDLING

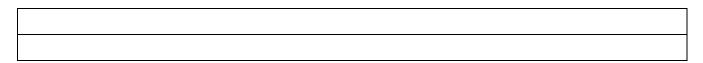
List and describe what your activities will entail (e.g. preparation or packing and processing)

### G. STAFF

Number of persons employed or to be employed.

Males	Females	Total	

# H. PARTICLARS OF EXEMPTION BEING APPLIED FOR (Regulation 14 (1))



### I. PLAN OF PREMISES (where applicable)

Attach to this application, a lay out plan of the premises, drawn on scale 1:50, which indicates the designation of the various areas and position of all equipment.

### J. DECLARATION:

I declare that the abovementioned information is correct.

I understand that it is my legal responsibility and liability to ensure that this premises complies with all other legislation and undertake to comply with this undertaking. [Regulation 3(5)C]

The evaluation and the issuing of the Certificate of Acceptability are done, as the business was presented to the Environmental Health Practitioner.

Should conditions change as set out in Regulations 3 (5) – (10), I am bound to re-apply for the premises to be re-evaluated for acceptability under these regulations.

Date of Application:	
Signature of Person in charge:	
Signature of Owner (if not person in charge):	

### K. FOR OFFICIAL USE:

NAME OF EHP:		
DATE INSPECTION CONDUCTED:		
APPLICATION APPROVED:	YES NO	
SUPPORTING DOCUMENTS ATTACHED: SIGNATURE OF EHP:	YES Dicipality	
ENDORSED BY SUPERVISOR:	SIGNATURE OF SUPERVISOR	
	DATE ENDORSED	