

Guidance Structure

- Floors, walls, ceilings and work surfaces must be in good condition
- There must be enough storage space for ingredients and finished products
- Hot and cold water must always be available at the sink.
- Equipment, bowls, utensils must be clean and in good repair.

Guidance Personal hygiene

- Always wear a clean apron, and tie hair back or use a fine mesh hair-net
- Cover any wounds with a waterproof plaster.
- Do not wear jewellery, perfume or nail varnish.
- Do not handle or prepare food if you are unwell. If you have had food poisoning or diarrhoea do not handle or prepare food for at least 48 hours after the symptoms have stopped
- There must be no smoking in the kitchen.
- Always wash hands before preparing food and after handling fresh eggs or mix containing eggs.



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Environmental Health Commercial Team



Further specific advice on hygiene matters contact:

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Guidance for home producers of cakes and cupcakes



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Guidance for home producers of cakes and cupcakes

If you are handling or preparing food at home as a commercial business, you must comply with the Food Hygiene (England) Regulations 2006. This leaflet gives advice on how to follow the rules on good food hygiene.

This guidance is intended for home-made cakes for sale to the public. Home-made cakes should be safe to eat, as long as the people who make them follow good food hygiene practices and the cakes are stored and transported safely.

Before you start producing food from home you must make sure you have a good knowledge of food hygiene. While a formal qualification is not a requirement a 'Level 2 Food Safety in Catering Certificate' or its equivalent is recommended. This shows your customers that you take your responsibility for food safety seriously.



Guidance Practices

- Clear the preparation area so that there are no small or loose items on worktops or shelves above
- Thoroughly wash and disinfect work surfaces and cutting boards before food preparation begins.
- Remove animals from the kitchen.
- If you have young children or toddlers, keep them out of the kitchen while you are preparing food for your business.
- Do not wash laundry and carry out other domestic tasks whilst preparing cakes
- Store eggs in the fridge and use before their best before date.
- Raw eggs should not be used in anything that won't be thoroughly cooked, such as icing or mousse.
- Keep all ingredients in sealed bags or containers until needed.
- Protect cooling cakes from contamination.
- Cheesecakes and cakes containing cream or butter icing should be refrigerated at 8°C or less.
- Wrap all cakes to be frozen to prevent contamination.
- Store and transport all cakes in clean, sealed containers, away from raw foods, especially raw meat.
- If you sell your cakes on a market stall, you must also think about hand washing and equipment washing facilities. You may need to take along your own hot water and washing up bowls if your cakes are not all sold already wrapped.
- You must register your business with us. Registration is free. Please contact us for a registration form or one is available online at www.northnorfolk.org
- You must have a documented food safety system in place. This is a document which shows that you, as a food business operator, have assessed the hazards involved within your processes and what controls you have put in to place to reduce those risks. If you comply with these simple rules and keep a record of when things go wrong you will comply with this requirement. Please contact the department for more information
- Any allergens present in the ingredients and any genetically modified ingredients should be identified (Allergens include: Gluten, Lupin, eggs, milk, soya, nuts, peanuts, sesame seeds, sulphur dioxide). For an up to date list of food allergens, and for general advice on hygiene and labelling matters visit www.food.gov.uk