

**Andrew Barratt**

Deputy Director – Assets & Environment

Reference:

Please ask for:

Telephone:

Fax:

Email: k

T/A Phoenix Catering  
60 Kepler  
Lichfield Road Industrial Estate  
Tamworth  
B79 7XE

14 June 2011

Dear Sir,

**Regulation (EC) No 852/2004 applied by Regulation 17(1) of the Food Hygiene (England) (No 2) Regulations 2006 (Other legislation and relevant parts of EC 852 are specified below as applicable)  
Phoenix Catering 60 Kepler Lichfield Road Industrial Estate Tamworth  
B79 7XE**

I wish to confirm the Food Hygiene inspection of the above mentioned premises on 22<sup>nd</sup> March during which I was accompanied by yourself. The attached schedule details the action to be taken to comply with the law and recommendations considered to be good working practice.

**Schedule A** outlines the work needed to comply with the law. This work or work considered equally effective must be completed, subject to approval by this unit, in the time stated in the schedule.

**Schedule B** lists all those matters which, though not legally required, are considered to be good working practice. You should view these recommendations as important guidance for developing safe, hygienic practices.

**Please let me know when you have taken the necessary action. Sending me an annotated copy of the schedules will be acceptable. If no written reply is received, a visit by an inspector may be scheduled. At any visit, inspectors are required to consider whether any breaches of relevant legislation are sufficiently serious to require remedial measures, and whether enforcement action is necessary.**

Please note that, subject to the Data Protection Act, details of inspections may be divulged to members of the public under the Freedom of Information Act 2000. Please note that parts of this inspection report will appear on the following website:

[www.ratemyplace.org.uk](http://www.ratemyplace.org.uk)

I enclose your “ratemyplace” certificate and associated inspection summary. I recommend that you display the certificate in a prominent position on the premises.

Please accept my apologies for the delay in sending you this written report. Should you require any further advice or assistance please do not hesitate to contact this unit .

Yours faithfully

enc

# Schedule of Works

## Phoenix Catering 60 Kepler Lichfield Road Industrial Estate Tamworth

### Schedule A

#### Food Safety

##### 1) Food Safety Management

I was pleased to note that you have adopted the Food Standards Agency Safer Food Better Business Pack (SFBB), and that the analysis and controls in the front section of the pack (the Safe Methods) had been completed. However the following areas require further attention:

i) Management Section - safe method completion record- The Safe Method Completion Record sheet for all the safe methods that are relevant to your business requires completion by signing and dating the form.

ii) Staff training records - It is important that you ensure that you and all members of staff who may be involved in the preparation and handling of food are trained and know the importance of any control or monitoring points in your SFBB Safe Methods for which they are responsible. **Details of the training for each person should be documented and the appropriate records made in the Safer Food Better Business pack on the staff training record sheets provided.** The safer food better business training DVD and staff induction card should assist you to provide this

#### Monitoring and Record Keeping

iii) You need to provide written records of refrigerator and freezer temperatures on a daily basis.

iv) Whilst you carry out hot food monitoring to confirm cook temperatures the results of this monitoring are not recorded.

v) You need to introduce a procedure to monitor and record the temperature of food dishes (both hot and cold) prior to despatch from your premises. I would recommend that you adopt and modify as required the HACCP charts and monitoring record forms from the "Cook Safe" food safety assurance system, copies of which were left with you at the time of the inspection. Further details can be obtained from the Food Standards Agency Scotland web site.

##### 2) Facilities

Whilst you have two dish washers you need to provide a hot water supply to the deep pan sink in the kitchen.

## Schedule B

No items