

## Mobile Food Trader Self-Assessment Questionnaire

This self-assessment questionnaire must be completed and returned prior to the event. It will be reviewed during the event to ensure that Frome Carnival is meeting its health and safety obligations.

Please ensure you read the important notes at the end of this document.

Event	Frome Carnival	
Unit name and location		
Date		
Person in charge of unit		
Type and use of unit		
Food Registration - Local Authority Name		
<b>Food Hygiene</b>		
Do you have a supply of hot water?	YES	NO
Do you have a separate hand wash basin with soap and paper towel hot and cold (or mix of) water?	YES	NO
Do you have sufficient means to control contamination, including antibacterial spray?	YES	NO
<b>Fire Safety</b>		
Do you have an inspection / gas safety certificate for the appliances and pipe work and are all hose connections made with "crimped" fastenings? <b>This document must be available during the event.</b>	YES	NO
Are cooking appliances fixed securely on a firm non-combustible heat insulating base and surrounded by shields of similar material of at least 600 mm between the heat source and any combustible material on three sides?	YES	NO
Are the LPG cylinders kept outside or within a specific ventilated unit, secured in the upright position and out of the reach of the general public?	YES	NO
Do you ensure that only those cylinders in use are kept at your unit/stall? ( <i>Spares should be kept securely away from the public</i> )	YES	NO
Are the gas cylinders readily accessible to enable easy isolation in case of an emergency?	YES	NO
Are the cylinders located away from entrances, emergency exits and circulation areas?	YES	NO
Do you ensure that gas supplied is isolated at the cylinder, as well as the appliance when the apparatus is not in use and appliances are fitted with full flame safety devices on all burners that are not readily visible?	YES	NO
Is a member of staff, appropriately trained in the safe use of LPG, present in the unit at all times?	YES	NO
Are the structure, roofing, walls and fittings of your stall or unit flame retardant? <b>This document must be available during the event.</b>	YES	NO
Do you have sufficient lighting inside and outside your unit to trade during the hours of darkness?	YES	NO
Do you have an adequate number of fire extinguishers/fire blankets available in prominent positions and easily available for use?	YES	NO
Has the fire-fighting equipment been tested within the last 12 months? <b>This document must be available during the event.</b>	YES	NO
Have staff been instructed on how to operate the fire-fighting equipment provided	YES	NO
Have your staff read and understood what to do should an incident occur, how to raise the alarm, evacuate the unit and the exit locations? <b>See details at the end of this document or ask the Lead Marshal.</b>	YES	NO
Do you have sufficient refuse bins, and do you ensure that all refuse is disposed of correctly, out of reach of the public?	YES	NO
<b>If answer to any question is "NO", please detail below actions taken to remedy the situation.</b>		

Responsible Person: .....  
Signature
Print Name
Date

Designation: .....

## **Notes**

The Carnival route is divided into zones each zone is managed by a LEAD Marshal. The Lead Marshal Will introduce themselves once the road closure is in place. The Lead Marshal is responsible for the zone you are located in. They will brief you on what to do in an emergency.

### **Event Emergency Procedure**

In the event of fire on your unit (even once extinguished) you must.

1. TACKLE THE FIRE if it is safe and possible to do so.
2. TURN OFF THE GAS
3. RAISE THE ALARM with the LEAD MARSHAL or nearest STEWARD.
4. RAISE THE ALARM with the CHIEF MARSHAL if you are unable to contact a steward or lead marshal.

TEL. NUMBER

### **Fire Safety Guidance**

Fire Risk Assessment Guidance for Open Air Events and Venues.

[www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/14891/fsra-open-air.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/14891/fsra-open-air.pdf)

Code of Practice 24: Part 4 - Use of LPG Cylinders: The Use of LPG for Catering at Outdoor Functions (March 1999)

[www.uklpg.org/shop/codes-of-practice/use-of-lpg-cylinders-the-use-of-lpg-for-catering-at-outdoor-functions-march-1999/](http://www.uklpg.org/shop/codes-of-practice/use-of-lpg-cylinders-the-use-of-lpg-for-catering-at-outdoor-functions-march-1999/)

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