



Government of **Western Australia**  
Department of **Health**

The Chief Executive Officer  
«LGA\_Prefix» of «LGA\_Name»  
«Address2»  
«Suburb» «State» «Postcode»

Dear Sir/Madam

## **INTRODUCTION OF REGULATORY FOOD SAFETY AUDITING IN WESTERN AUSTRALIA**

The adoption of the *Food Act 2008* (the Act) into Western Australia (WA) has resulted in significant changes to our food regulatory system. One of those changes has been the introduction of mandatory Food Safety Programs (FSP) for food businesses captured under Standard 3.3.1 (Food Safety Programs for Food Service to Vulnerable Persons) of the *Australia New Zealand Food Standards Code* (the Code) and the subsequent need for a regulatory food safety auditing system. The purpose of this letter is to provide an overview of what is required to facilitate the successful introduction of FSPs and regulatory food safety auditing in WA.

### **Local Government:**

As of the 23<sup>rd</sup> October 2010 local governments will need to advise food businesses in their district of their priority classification and subsequently set the audit frequency for these businesses. The WA Priority Classification System that guides this process is attached for your reference. It is important to note that businesses captured under Standard 3.3.1 are required to have a FSP and be audited.

A regulatory guideline concerning the introduction of regulatory food safety auditing has been approved by the CEO of the Department of Health under section 120 of the Act. In accordance with this mandatory guideline, the audit frequency of a food business should not be set until the enforcement agency has deemed that the business has a FSP in place suitable to meet the requirements of Standard 3.2.1. This can be achieved by a verification (compliance) assessment and the DOH has developed a tool to assist enforcement agencies with this process which is attached.

### **What the DOH is doing to assist:**

The DOH is currently developing an information package for authorised officers from local government enforcement agencies that will be delivered across the state via a series of workshops. The purpose of this package is to ensure authorised officers have the necessary skills and knowledge to:

- Undertake an initial verification assessment of a food business's food safety program;
- Review, and if necessary act upon, a regulatory food safety audit report submitted by a regulatory food safety auditor;
- Set and amend the appropriate priority classification and audit frequency for the food businesses captured under Standard 3.3.1 (Food Safety Programs for Food Service to Vulnerable Persons).

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I have attached a copy of the regulatory guideline approved by the CEO under s. 120 of the Act for your reference. It is important to note that enforcement agencies are required to adopt this regulatory guideline. I have also attached a fact sheet that includes a flow-diagram on the process to be followed in relation to managing compliance with the FSP and auditing requirements.

Mandatory FSP's and regulatory food safety auditing are both new components of the food regulatory system in WA and as such I hope that we can work together to ensure the successful introduction of these Australia wide initiatives into WA. I trust that the information provides you with assistance in implementing these requirements. Should you have any queries, please feel free to contact the Food Unit on 9388 4999.

Kind regards,

A handwritten signature in black ink, appearing to read 'S. E. Goodchild'.

Stan Goodchild  
**MANAGER**  
**FOOD UNIT**

20 October 2010

**Attached:**

1. Food Unit Notice 08/06: Application of Standard 3.3.1
2. Food Act 2008 Regulatory Guideline No 1: Introduction of Regulatory Food Safety Auditing in Western Australia
3. Food Unit Fact Sheet 8: Guide to Regulatory Guideline No 1
4. WA Priority Classification System
5. Food Act 2008 Verification of Food Safety Program Guideline

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