

# APPLICATION FOR ACCREDITATION OR AMENDMENT OF A FOOD SAFETY PROGRAM

Isaac Regional Council is collecting personal information you supply on this form in accordance with the *Information Privacy Act 2009*. Your personal information will be used by Council officers who have been authorised to do so. The information will not be given to any other person or agency unless required by law or unless your permission is sought. Personal information will be handled in accordance with the *Information Privacy Act 2009*.

## INSTRUCTIONS

1. Use a BLACK or BLUE pen.
2. Use BLOCK letters.
3. This form is for accreditation or amendment of a food safety program.
4. Read through all the questions before beginning your application.
5. Applications that do not have all sections completed **will not be accepted or may be refused**.

### WHAT IS A FOOD SAFETY PROGRAM?

A food safety program is a documented system that identifies the food safety hazards in the handling of food in a food business. The program details the way the hazards will be controlled in that business.

Your food safety program is accredited by your local council. Your local council will determine how often you will need to be audited by a food safety auditor.

### APPLICATION TYPE

Are you applying for:

- Application for a Food Safety Program Accreditation
- Amendment of an Accredited Food Safety Program

**Pre-lodgement advice and information is available upon request.** Please allow thirty (30) days for your application to be processed.

## APPLICANTS DETAILS

**Applicant details must be an Individual/Sole Trader, a Corporation name (Pty Ltd) or an Incorporation name (Inc).**

APPLICANT:	
TRADING NAME:	
FOOD PREMISES ADDRESS:	
POSTAL ADDRESS:	
LOT ON PLAN:	
ABN/ACN:	
PHONE NUMBER:	
EMAIL ADDRESS:	

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## PREMISES DETAILS

<input type="checkbox"/>	Off-site caterer
<input type="checkbox"/>	On-site caterer (Primary activity of the business is on-site catering at the premises stated in the licence)
<input type="checkbox"/>	On-site caterer (Primary activity of the food business is on-site catering at <b>part</b> of the premises stated in the licence, where 200 or more people are served on 12 or more occasions per year)
<input type="checkbox"/>	Private hospital (part of the operations of a private hospital under the <i>Private Health Facilities Act 1999</i> )
<input type="checkbox"/>	Food service to vulnerable populations (handling potentially hazardous food or other food that is reasonably likely to pose a risk to public health or safety. This includes aged care facilities and childcare centres.)
<input type="checkbox"/>	Camp Kitchen
<input type="checkbox"/>	Voluntary submission

## AMENDMENT DETAILS

Please complete only if applying for an amendment to an existing program.

<input type="checkbox"/>	Changing a component of the food safety program (such as a change to the way food is handled).
<input type="checkbox"/>	Change of name and/or contact details stated in the food safety program.

## ATTACHMENTS

<input type="checkbox"/>	Copy of Food Safety Program
<input type="checkbox"/>	Advice from Food Safety Auditor To find an approved food safety auditor, visit Queensland Health's website: <a href="#">Approved Food Safety Auditor Queensland</a>
<input type="checkbox"/>	I have paid / will supply payment details upon application.

## DECLARATION

I declare the information provided in this application to be true and correct.

<b>APPLICANT'S SIGNATURE:</b>		Date
<b>PRINT NAME:</b>		

Once completed please send form and any attachment to:  
[records@isaac.qld.gov.au](mailto:records@isaac.qld.gov.au) or Isaac Regional Council, PO Box 97, Moranbah QLD 4744  
or deliver in person to your local Isaac Regional Council office.