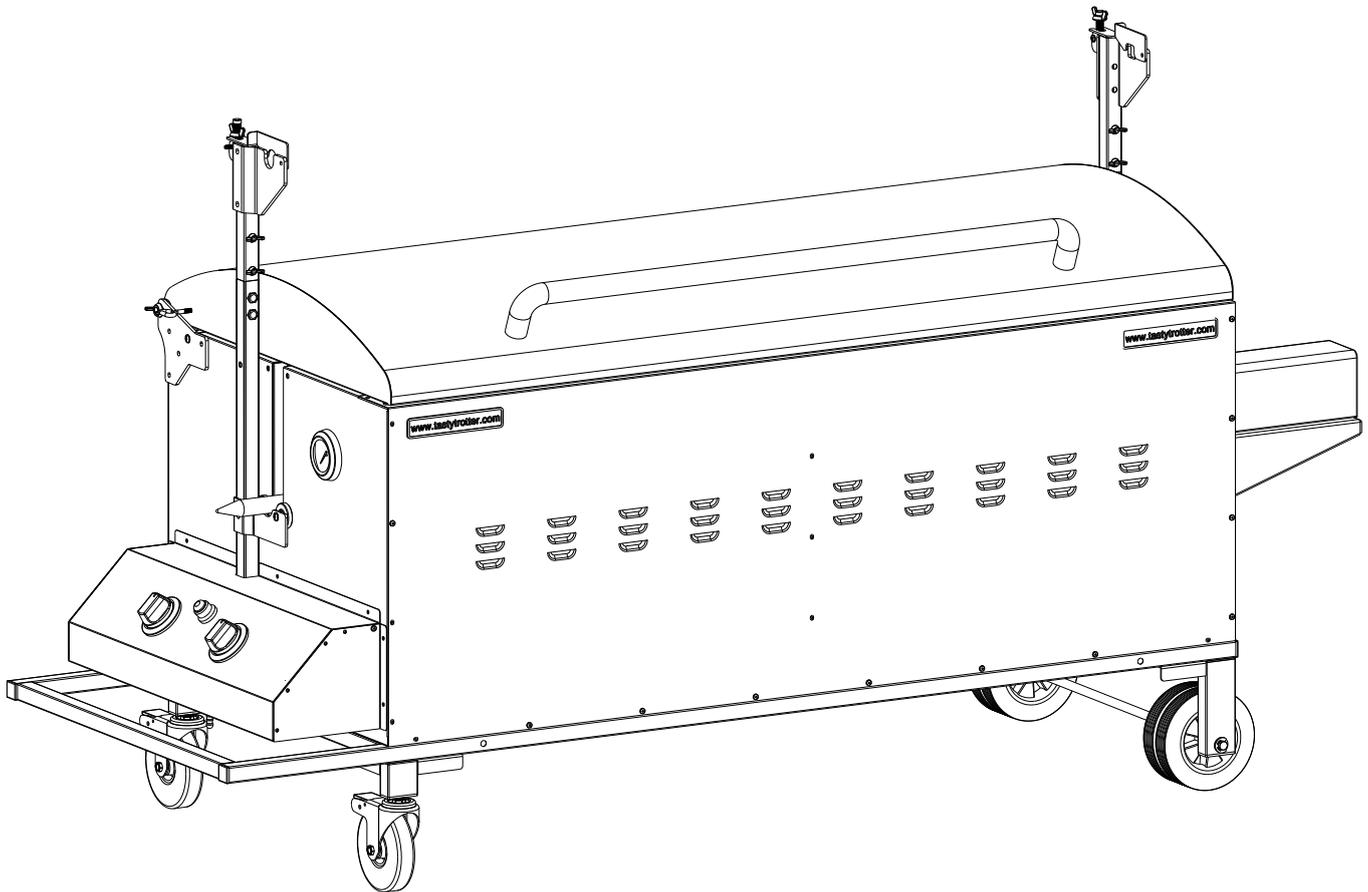




ASSEMBLY INSTRUCTIONS SPIT ROAST OVEN

Model: TT-HR-001

CE APPROVED



Worldwide exclusive distribution is by – Tasty Trotter Ltd, U.K.

RETAIN THIS MANUAL FOR FUTURE REFERENCE

Thank you for buying a TASTY TROTTER spit roast oven, we trust it will give you many years of service and many successful catering events

***** PLEASE READ INSTRUCTIONS CAREFULLY BEFORE ASSEMBLY*****

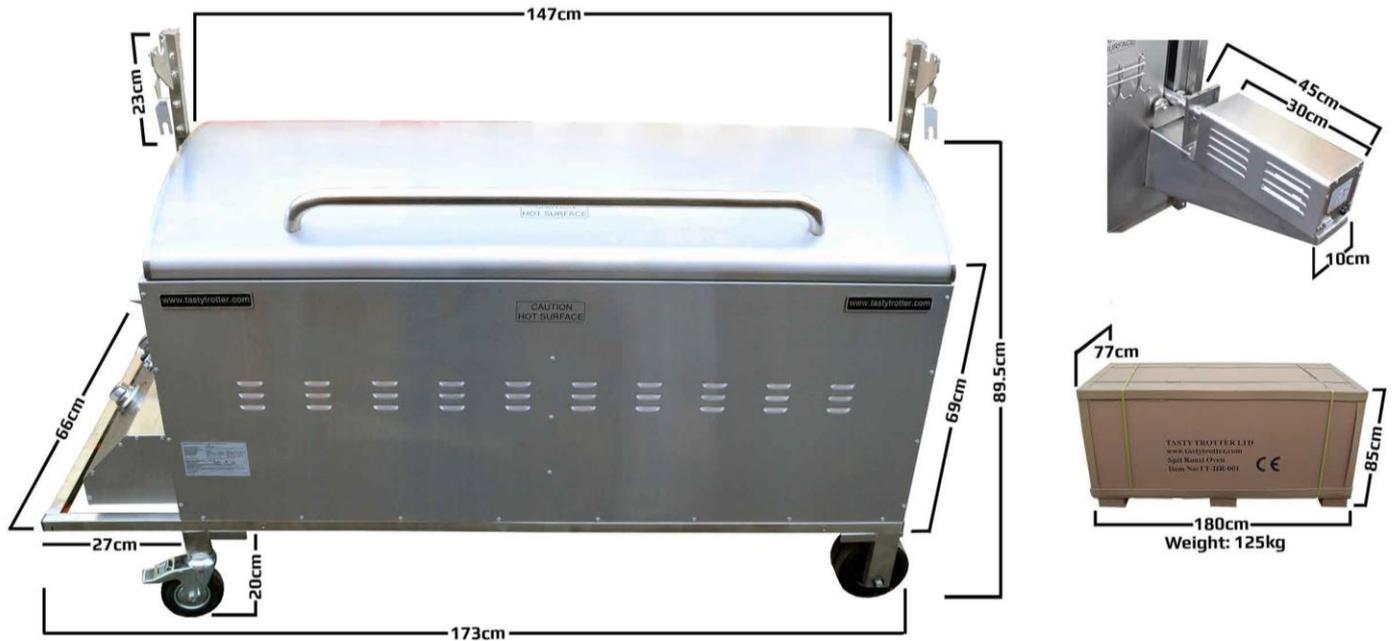
WARNING: Whilst every effort has been made in manufacture of your oven to remove any sharp edges, you should handle all components with care to avoid accidental injury. Make sure all the plastic protection (usually a blue film) is removed before assembling

ASSEMBLY:

Please read all instructions thoroughly before proceeding. Find a large, clean area in which to assemble your Tasty Trotter oven. Please refer to the parts list and assembly diagram as necessary. Assembly of this oven involves many large components; it is advisable to have two people to assemble the unit. When shipped, the oven comes fully assembled, apart from the wheels, which require the use of a 14mm Spanner (this is provided but a pair of pliers would also work) and should be assembled as illustrated below. Other tools that may be required are either a Philips crosshead or a flat-head screwdriver.



Hog Roast Oven Technical Details



Internal Oven dimensions:- 136.4cm x 60.2cm x 62.6cm (LxWxH) - with the oven lid closed

External Oven dimensions:- 214cm x 68cm x 113cm (LxWxH) - designed to go through narrow doorways

Motor:- 1 rpm / 240volts / 30watt. It is possible to run the motor from a battery using an inverter

Heat Input:- 13.50KW (964 g/h) when both burners are used on full power

Injector Size:- 1.25mm for burners. (certain countries require this changed to 1.1mm, see instruction manual)

Types of Gas:- Butane at 28-30 mbar / Propane at 37 mbar / or LPG gas mixtures

Weight of oven:- Including Spit - 102 kilos

Maximum weight of meat:- 80 kilos, maximum dimensions of meat joint 1300mm x 580mm x 580mm(LxWxH)

Each oven includes a detailed specification booklet.

Each oven is fully CE approved for outdoor use only or use in very well ventilated areas.

Each oven comes complete with 4 solid wheels, including braked caster wheels at the rear.

Each oven comes with a detailed instruction booklet, complete with drawings detailing each part of the oven, a parts list and a comprehensive troubleshooting guide.

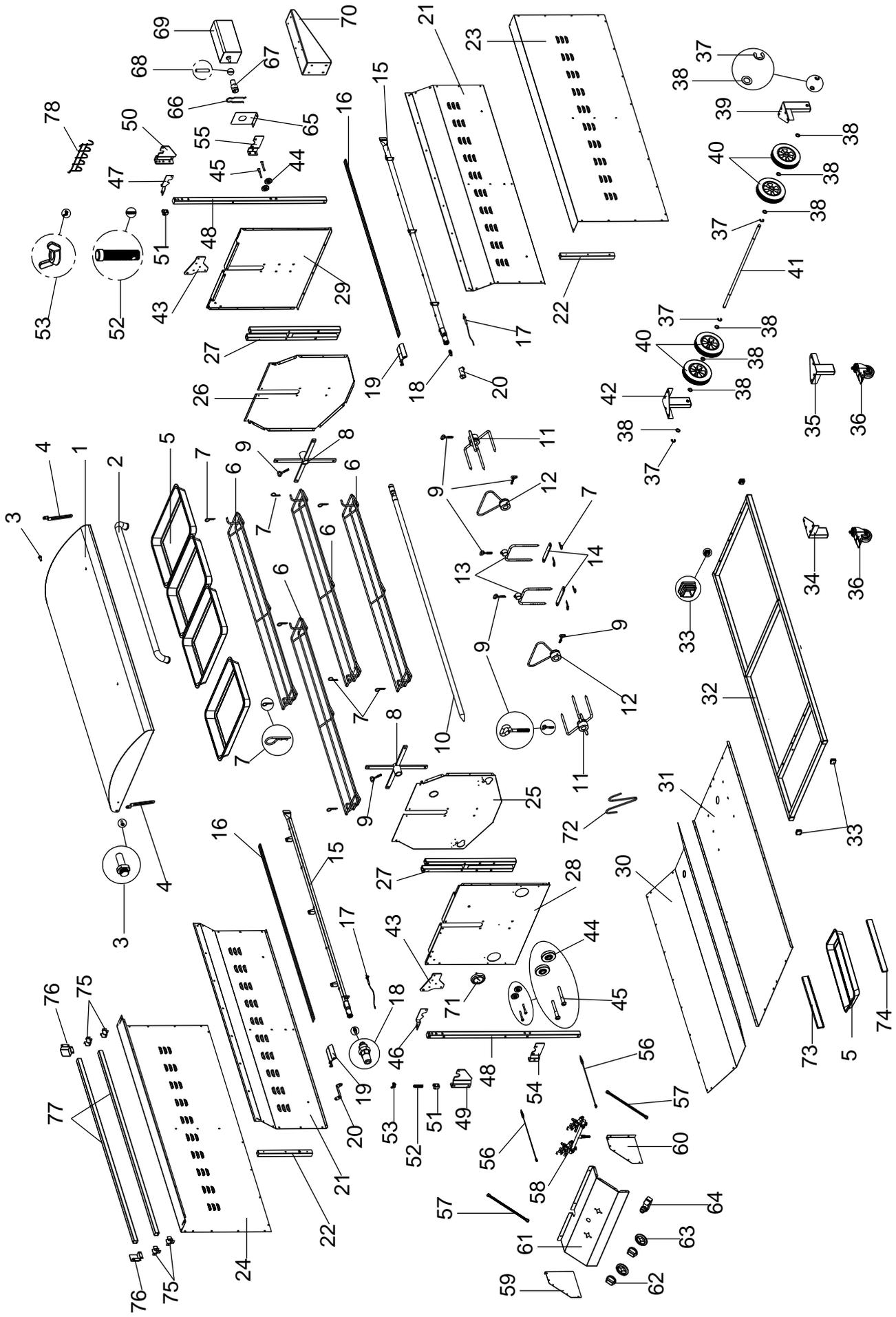
98% of our professional spit roasting oven is manufactured from food grade stainless steel (body 430grade / spit 202grade). The bulk of the external surfaces are manufactured using double skinned stainless steel, this improves insulation and for safety, reduces the external surface temperature.

The bottom of the oven is sloped towards the rear and is fitted with a 30mm drain hole, this allows the fat to be drained off during cooking. Underneath this hole is a slide to fit one of the 6 roasting trays you get with the oven. This will catch any fat that falls through the hole to help during the oven cleaning process.

The oven does not have a viewing window as experience has shown us they easily fracture and quickly steam up blocking your vision. We recommend opening the lid to view, as once lid is closed the oven very quickly returns to its cooking temperature.

Due to the quality of materials used in the manufacture of the oven, cleaning by hand is quick and easy but a pressure washer or steam cleaner will also be ideal. If you use a power cleaner you must ensure the motor and gas train are well protected from water ingress.

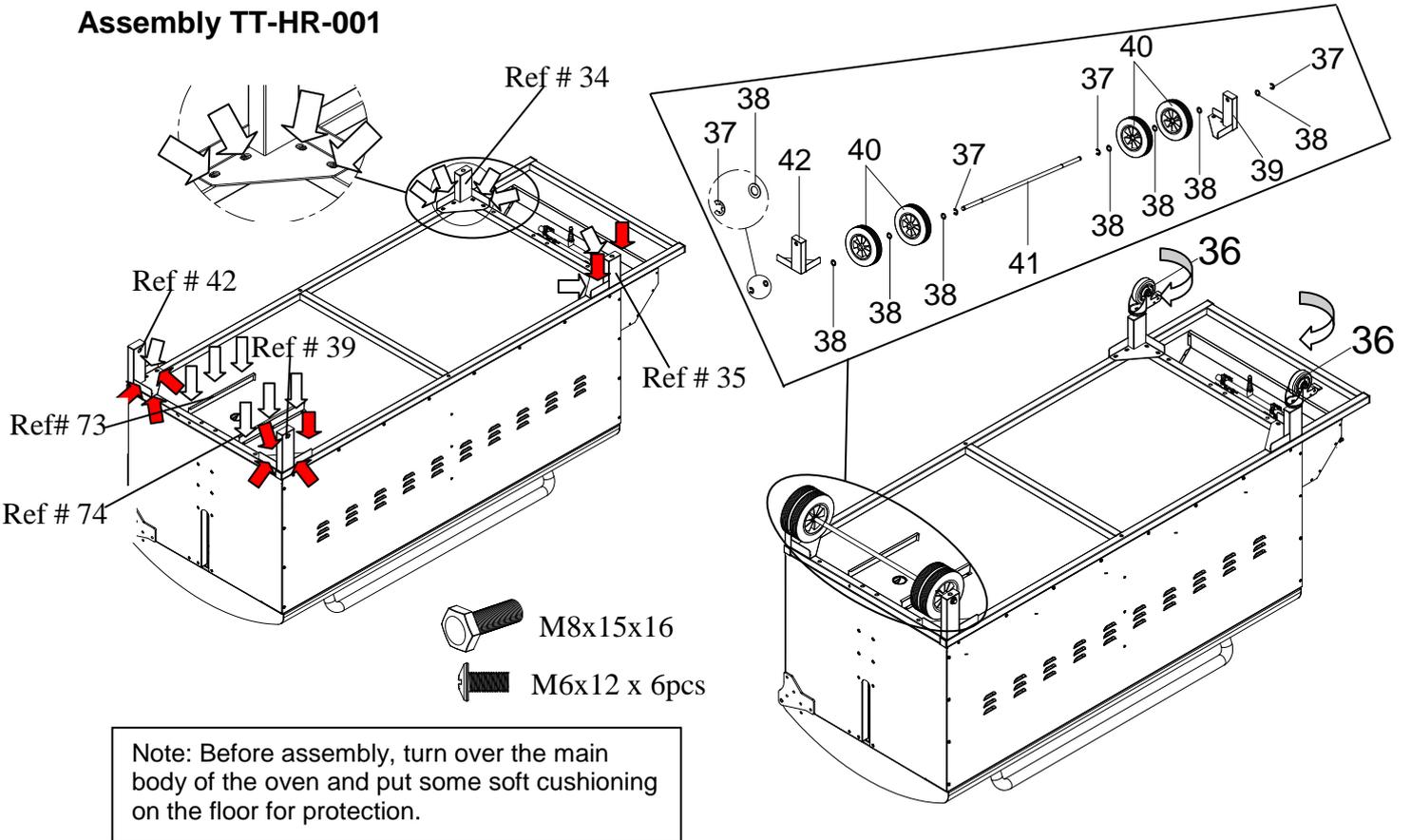
Expanded View TT-HR 001



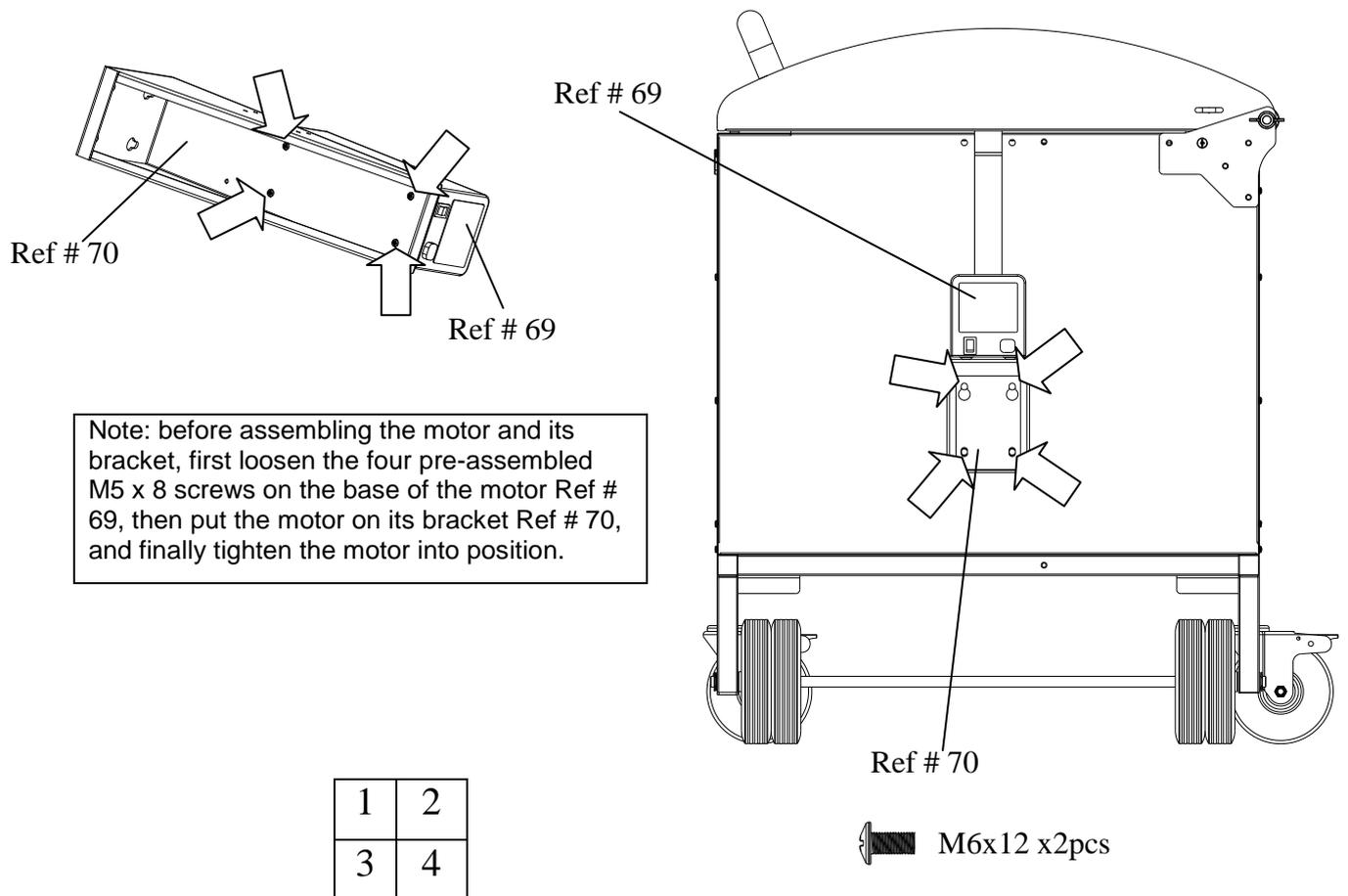
Parts List TT-HR-001

Ref	Description	Qty	Ref	Description	Qty
1	Hood Assembly	1	40	6" Wheel	4
2	Lid Assembly	1	41	Wheel Axle	1
3	Lid Handle	2	42	Back Wheel Leg - Left	1
4	Lid Restriction Piece	2	43	Lid Support	2
5	Tray	5	44	Spit Bearings	4
6	Cradle Basket	4	45	Spit Bearing Bolts	4
7	R Clip	12	46	Spit Shaft Restriction Piece - Front	1
8	Cradle Cross Arms	2	47	Spit Shaft Restriction Piece - Back	1
9	Cradle Locking Screw	2	48A	Spit Shaft Arm Support - Bottom	2
10	Spit Shaft	1	48B	Spit Shaft Arm Support - Top	2
11	4 Prong Retainer	2	49	Hog Roast Arm Round	1
12	Triangular Retainer	2	50	Hog Roast Arm Square	1
13	U Retainer	2	51	Spit Shaft Restriction Piece - Support	2
14	U Retainer Plate	2	52	M10 Screw	2
15	Burner	2	53	M10 Butterfly Nut	2
16	Fat guard for Burner / Flame Tamer	2	54	Spit Shaft Bearing Fixing - Front	1
17	Spark Wire	2	55	Spit Shaft Bearing Fixing - Back	1
18	Gas Injection Nozzle	2	56	Thermocouple	2
19	Ignition Shield	2	57	Corrugated Gas Tube	2
20	Thermocouple Support	2	58	Full Gas Train	1
21	Body Inner Panel - Left/Right	2	59	Control Body Panel - Left	1
22	Body Inner Panel Support - Left/Right	2	60	Control Body Panel - Right	1
23	Body Panel - Right Side	1	61	Control Body Panel - Front	1
24	Body Panel - Left Side	1	62	Metal Control Knob	2
25	Body Inner Panel - Front	1	63	Metal Control Knob Seat	2
26	Body Inner Panel - Back	1	64	Spark Generator Ignition Unit	1
27	Body Panel Support - Front/Back	2	65	Motor Heat Shield Panel	1
28	Body Panel - Front	1	66	U Clip	1
29	Body Panel - Back	1	67	Motor Shaft	1
30	Body Inner Panel - Bottom	1	68	Shear Pin	1
31	Body Panel - Bottom	1	69	Motor	1
32	Body Frame	1	70	Motor Bracket	1
33	Box Section End Cap (25x25mm)	4	71	Temperature Gauge	1
34	Wheel Bracket Front - Left	1	72	W Bar Leg Retainers	2
35	Wheel Bracket Front - Right	1	73	Drip Tray Brace - Right	1
36	5" Wheel with Brake	2	74	Drip Tray Brace - Left	1
37	Retainer C Clip	4	75	Inner Rail Storage Bracket Seat	4
38	Washer	8	76	Inner Rail Storage Bracket	2
39	Back Wheel Leg - Right	1	77	Inner Tray Rails	2
			78	Utensil Hook	1

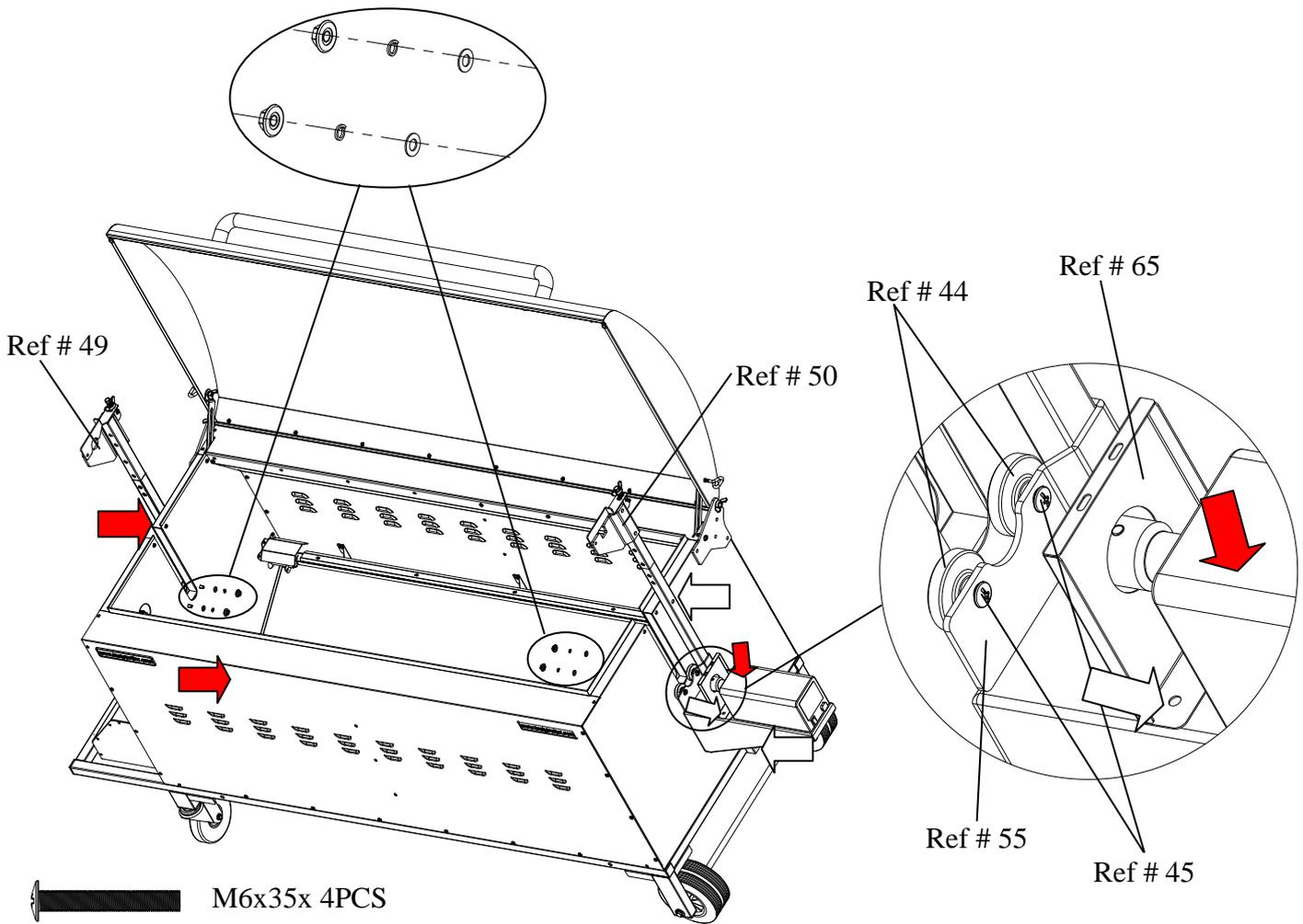
Assembly TT-HR-001



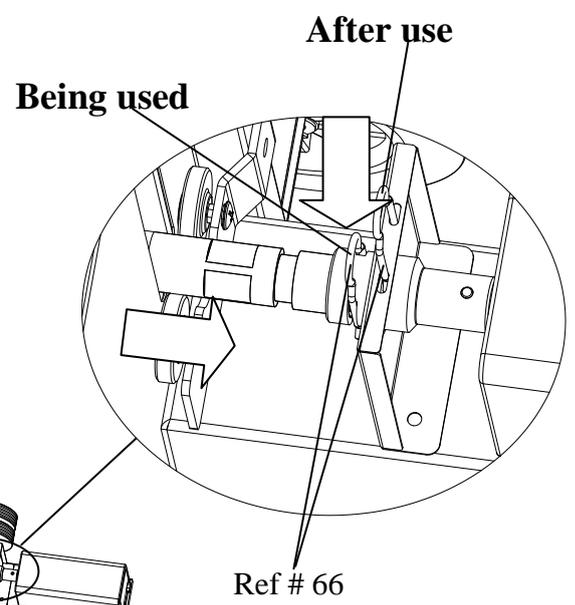
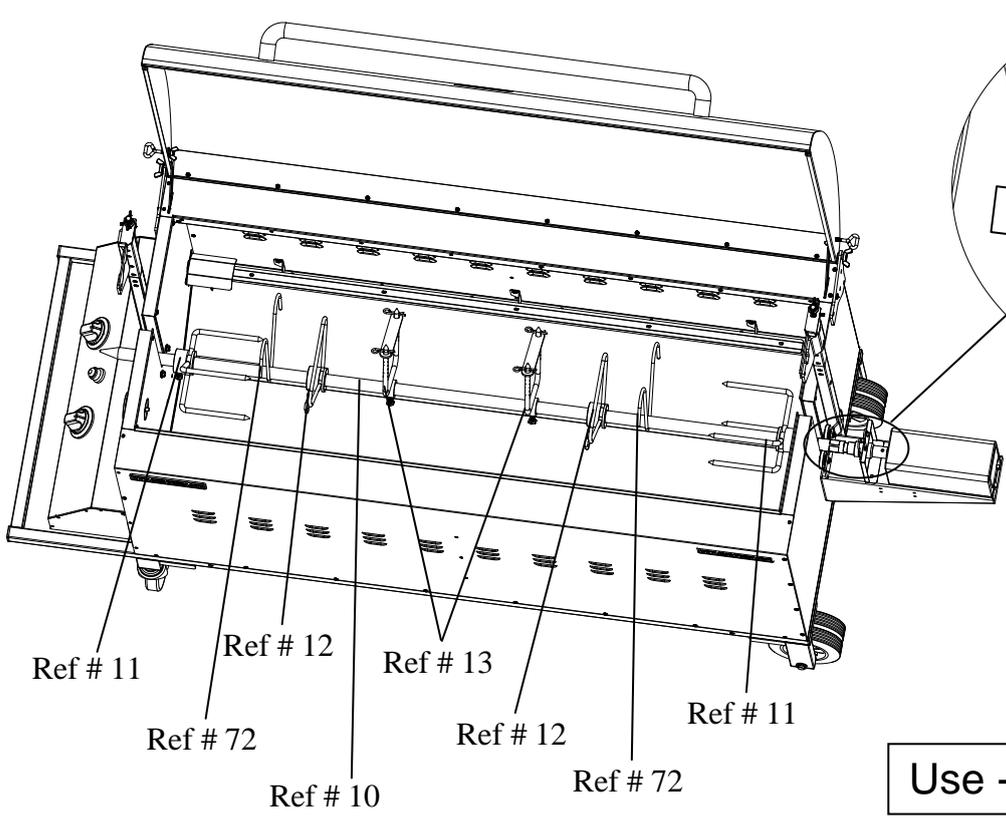
Note: Before assembly, turn over the main body of the oven and put some soft cushioning on the floor for protection.



Note: before assembling the motor and its bracket, first loosen the four pre-assembled M5 x 8 screws on the base of the motor Ref # 69, then put the motor on its bracket Ref # 70, and finally tighten the motor into position.

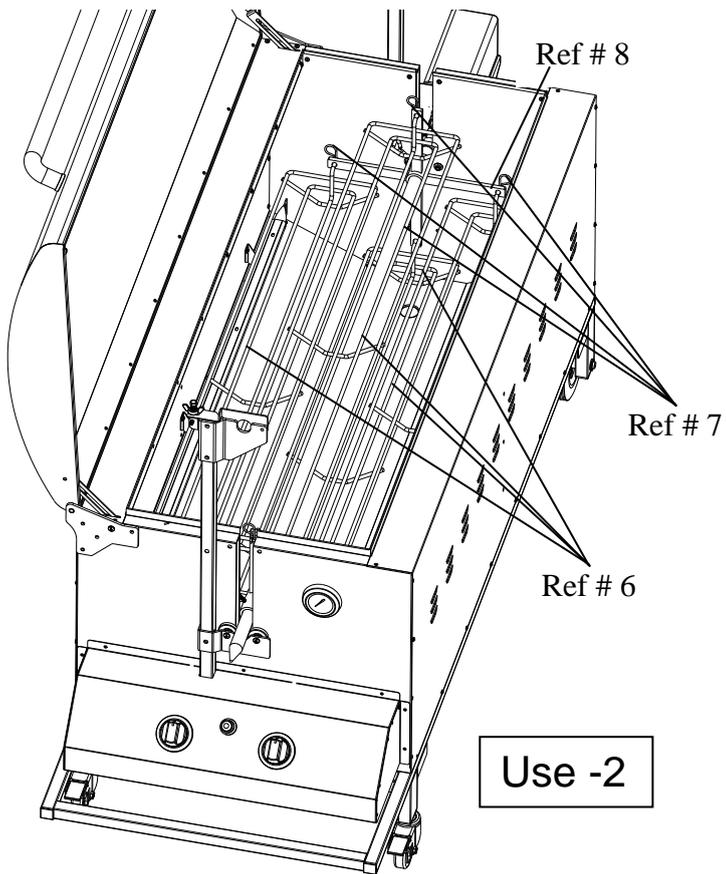


-  M6x35x 4PCS
-  M6 x4pcs  M6 Spring Washer x4pcs
-  M6 Washer x4pcs  M5x10 x2pcs



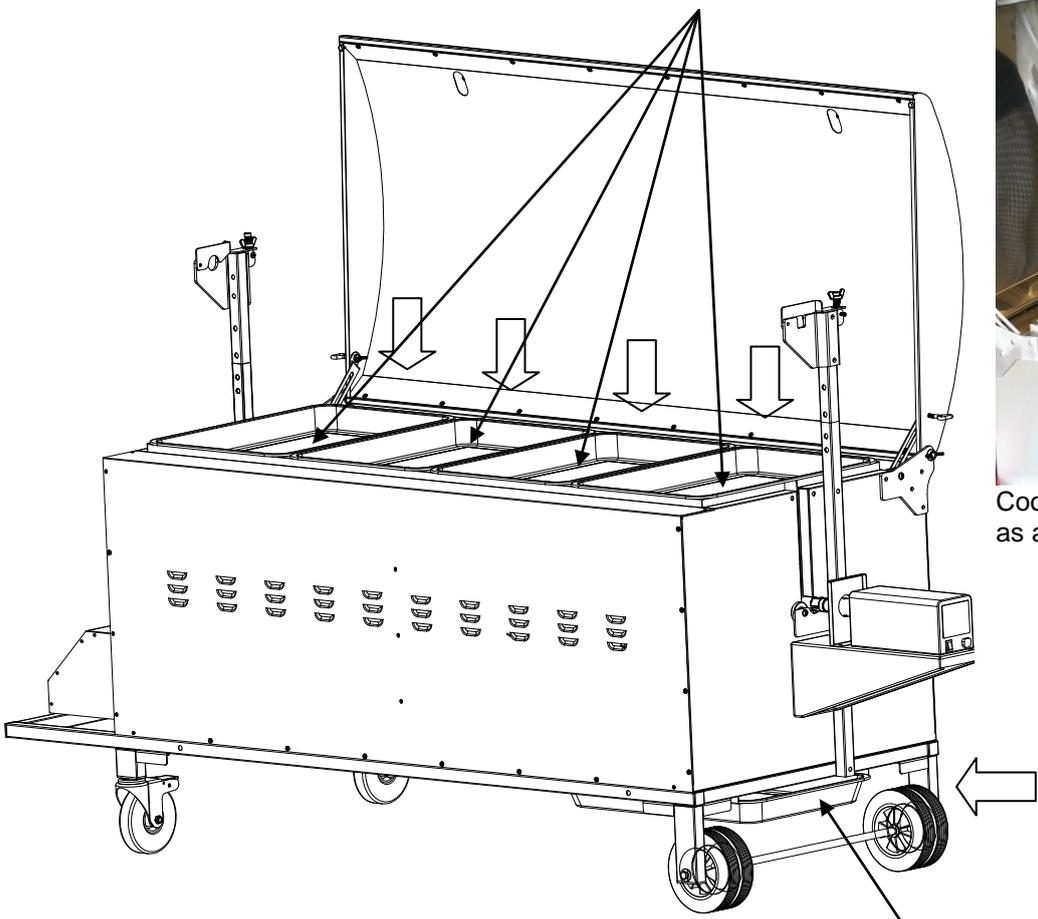
Note: The U Clip must be fastened in place (as shown) when the spit is rotating.

Use -1	5
	6



Optional roasting rotisserie cradle for smaller joints of meat, chickens, jacket potatoes etc

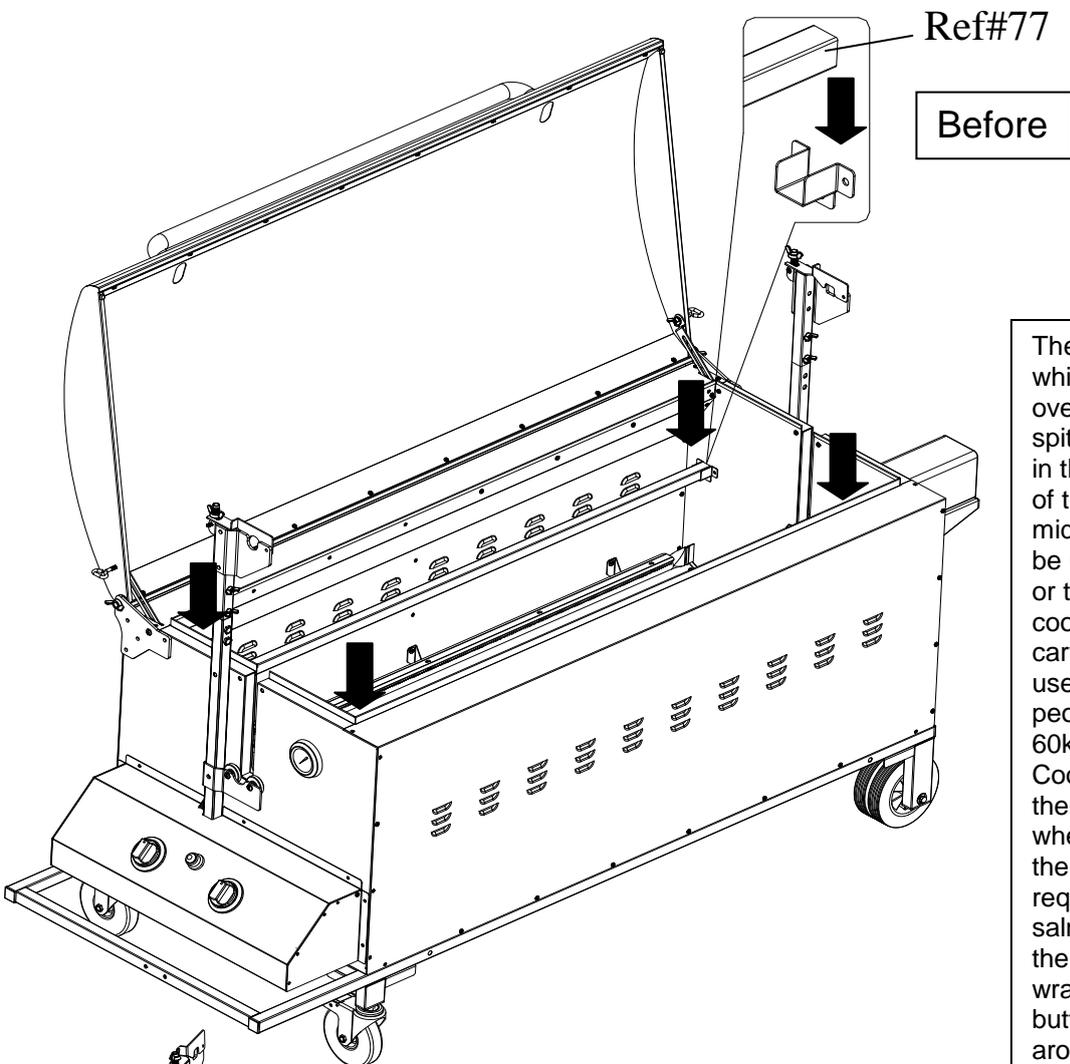
Ref # 5



Cooking 2 extra joints of meat as well as a pig

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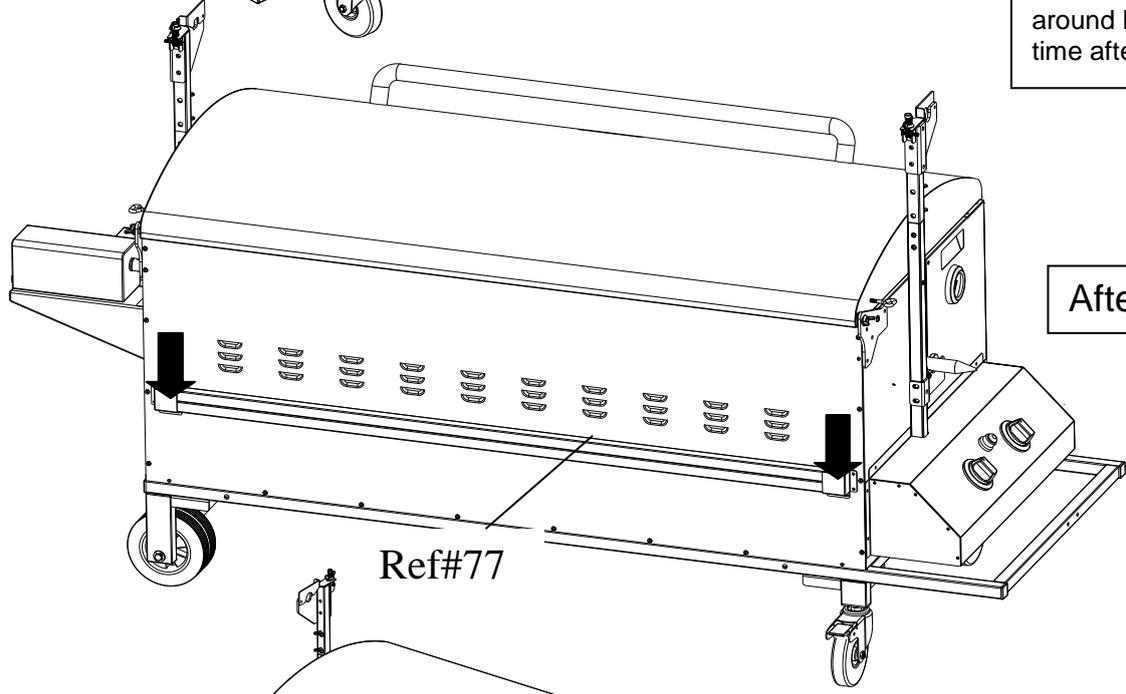
Ref # 5



Ref#77

Before

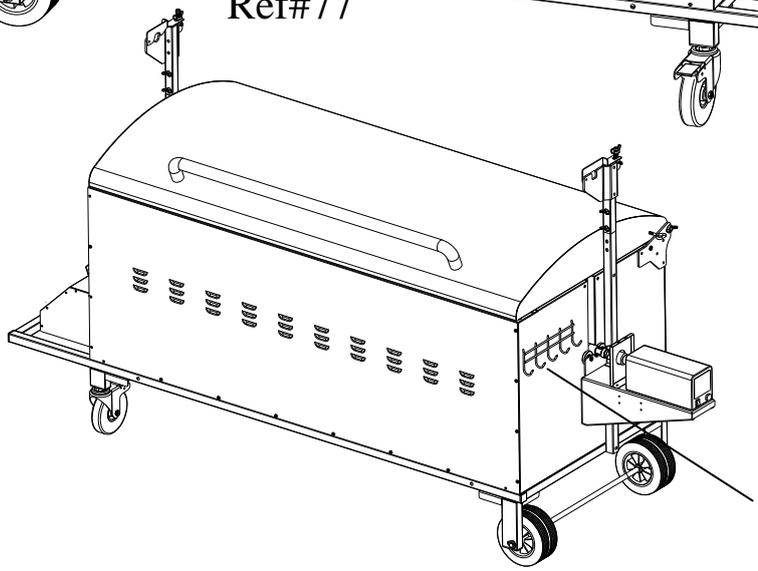
There are two 25mm square bars which are stored on the back of the oven. These can be used when the spit pole is not in use by placing them in the brackets located on the inside of the oven to create a second/ middle, tier of trays. These trays can be used to cook a variety of produce or to keep extra joints hot and cooking whilst the main meat is being carved above them. This is very useful if you are cooking for say 250 people where you may want to cook a 60kg pig and 20kg of extra joints. Cook the extra joints in the top trays then move them to the middle layer when you are carving the pig and add the joints into the main meat as required. You can also cook up to 6 salmon/large fish in these trays, 3 in the middle and 3 in the top trays, wrap the fish in tinfoil with a bit of butter and herbs and swap the trays around half way through the cooking time after an hour or so.



After use

Ref#77

9
10



11

Ref # 78

Appliance distributed by:	Tasty Trotter, UK.		
APPLIANCE CODE:	TT-HR-001		
TOTAL HEAT INPUT: (ALL GAS CATEGORIES)	13.50 kW (964 g/h) for I _{3+(28-30/37)} and I _{3B/P(30)}		
GAS CATEGORY:	I _{3+(28-30/37)}		I _{3B/P(30)}
TYPES OF GAS:	Butane	Propane	LPG GAS MIXTURES
GAS PRESSURE:	28-30 mbar	37 mbar	30 mbar
COUNTRY OF DESTINATION	BE, CY, CZ, EE, FR, GR, IE, IT, LV, LT, LU, PT, SK, RO, ES, CH and GB		BG, CY, CZ, DK, EE, FI, GR, HR, HU, LV, LT, LU, MT, NL, NO, PT, SK, SI, SW and TR
INJECTOR SIZE:	1.25 mm for the grill burner		
IDENTIFICATION CODE:	359BT908		
FOR USE OUTDOORS AND IN WELL VENTILATED AREAS			
WARNING: ACCESSIBLE PARTS MAY BE VERY HOT. KEEP YOUNG CHILDREN AWAY			
READ THE INSTRUCTION LITERATURE BEFORE USING THE APPLIANCE.			
Close the valve of the gas cylinder or the regulator after use. The use of this appliance in enclosed areas can be dangerous and is PROHIBITED. Never light the appliance with the hood in the closed position and the 4 trays In place.			

Appliance distributed by:	Tasty Trotter, UK		
APPLIANCE CODE:	TT-HR-001		
TOTAL HEAT INPUT: (ALL GAS CATEGORIES)	13.5kW(964g/h) for I _{3B/P(50)}		
GAS CATEGORY:	I _{3B/P(50)}		
TYPES OF GAS:	LPG GAS MIXTURES		
GAS PRESSURE:	50 mbar		
COUNTRY OF DESTINATION	AT, DE, HU, SK and CH		
INJECTOR SIZE:	1.10 mm for the grill burner		
IDENTIFICATION CODE:	359BT908		
FOR USE OUTDOORS AND IN WELL VENTILATED AREAS			
WARNING: ACCESSIBLE PARTS MAY BE VERY HOT. KEEP YOUNG CHILDREN AWAY			
READ THE INSTRUCTION LITERATURE BEFORE USING THE APPLIANCE.			
Close the valve of the gas cylinder or the regulator after use. The use of this appliance in enclosed areas can be dangerous and is PROHIBITED. Never light the appliance with the hood in the closed position and the 4 trays In place.			

Ignition; Main: 1.5 volt battery operated multi spark unit which lights the main burner

CONNECTING THE GAS CYLINDER TO THE APPLIANCE

IMPORTANT: Read the following instructions carefully and be sure your oven is properly installed, assembled and cared for. Failure to follow these instructions may result in serious bodily injury and/or property damage.

If you have any questions concerning assembly or operation, consult your dealer or gas supplier.

When in use always place the appliance and cylinder on flat level ground.

NEVER light the burners with the lid closed or the 4 stainless steel trays in position.

Your oven can be used with gas cylinders from 5kg upwards. Your oven will perform better if propane or LPG mixtures are used. Butane can be used but because of the rate of the appliance the cylinder will tend to freeze and supply gas at reduced pressures affecting the performance of your oven. We suggest a bottle of at least 13kg for propane and at least 12kg for Butane. Make sure you always have sufficient gas available to complete the cooking process.

This appliance is only suitable for use with low-pressure butane or propane gas or LPG mixtures, fitted with the appropriate low-pressure regulator via a flexible hose. The hose should be secured to the regulator and the appliance with hose clips. This oven is set to operate a 28 mbar regulator with butane gas, a 37 mbar regulator with propane gas, a 30 mbar regulator for LPG mixtures or 50 mbar regulator for LPG mixtures. Use a suitable regulator certified to BS EN 12864: 2001. Please consult your LPG dealer for information regarding a suitable regulator for the gas cylinder you are using.

Regulator and Hose

This oven comes complete with a hose but requires a regulator. Regulators are available from your equipment retailer or an authorised stockist. Use only regulators and hose approved for gas at the above pressures. The life expectancy of the regulator is estimated as 2 years. It is recommended that it the regulator is changed within 2 years of the date of manufacture. The type of regulator needs to match the connector on your gas bottle.

The use of the wrong regulator or hose is **UNSAFE**; always check that you have the correct items before operating the oven.

The hose used must conform to the relevant standard for the country of use. The length of the hose must be 1.5 metres (maximum). Worn or damaged hose must be replaced. Ensure that the hose is not obstructed, kinked, or in contact with any part of the oven other than at its connection.

Storage

Storage of the appliance indoors is only permissible if the cylinder is disconnected and removed. When the appliance is not to be used for a period of time it should be stored with a sufficient cover and in a dry, dust free environment.

Gas Cylinder

The gas cylinder should not be dropped or handled roughly. If the appliance is not in use, the cylinder must be disconnected. Replace the protective cap on the cylinder after disconnecting it from the appliance. The gas cylinder must be sited outside the body of the appliance.

Cylinders must be stored outdoors in an upright position and out of the reach of children. The cylinder must never be stored where temperatures can reach over 50°C. Do not store the cylinder near flames, pilot lights or other sources of ignition. **DO NOT SMOKE** near cylinders.

WARNING: Hazardous fire or explosion may result if instructions are ignored

It is the consumer's responsibility to see that the oven is properly assembled, installed, and taken care of. Failure to follow instructions in this manual could result in bodily injury and/or property damage.

Connection to Appliance

Before connection, ensure that there is no debris caught in the head of the gas cylinder, regulator, burner and burner ports. Spiders and insects can nest within and clog the burner/venturi tube at the orifice. A clogged burner can lead to a fire beneath the appliance.

Clean burner holes with a heavy-duty pipe cleaner/wire brush.

Fit the hose to the appliance using a spanner to tighten it onto the connection thread. If the hose is replaced it must be secured to the appliance and regulator connections with hose clips. Disconnect the regulator from the cylinder (according to the directions supplied with the regulator) when the oven is not in use.

The oven must be used in a well ventilated area. Do not obstruct the flow of combustion air to the burner when the oven is in use. **ONLY USE THIS OVEN OUTDOORS.**

BEFORE USE CHECK FOR LEAKS

Never check for leaks with a naked flame, always use a soapy water solution

To Check for Leaks:

Make about 50-100ml of leak detecting solution by mixing one part washing up liquid with 3 parts water.

Ensure the control valve is "OFF".

Connect the regulator to the cylinder and the "ON/OFF" valve to the burner, ensure the connections are secure then turn the gas to the "ON" position.

Brush the soapy solution onto the hose and all joints. If bubbles appear you have a leak which must be rectified before use.

Retest after fixing the fault

Turn the gas to the "OFF" position at the cylinder after testing.

If any leaks are detected and cannot be rectified, do not attempt to cure the leak yourself and consult a GAS SAFE registered service engineer.

This Tasty Trotter oven is designed for use outdoors, in a well-ventilated area, away from any flammable materials. It is important that there are no overhead obstructions and that there is a minimum distance of 1m from the sides and rear of the appliance. It is important that the ventilation openings of the appliance are not obstructed. The oven must be used on a level, stable surface.

The appliance should be protected from direct draughts and be positioned or protected against direct penetration by any trickling water (e.g. rain).

IMPORTANT: Your gas appliance should be serviced annually by a registered GAS SAFE service engineer and an annual gas safety certificate should be issued starting one year from date of purchase.

Parts sealed by the manufacturer or his agent must not be altered by the user. No modifications should be made to any part of this oven and repairs and maintenance should only be carried out by a GAS SAFE registered service engineer.

Lighting Instructions for the Oven

1. Open the lid of the oven before attempting to light the burners and remove the 4 stainless steel trays.
2. Turn all the control knobs clockwise to the "OFF" position.
3. Connect the regulator to the gas bottle. Turn the gas supply "ON" at the regulator. Check with the use of soapy water for any gas leakage between the bottle and the regulator.
4. On one of the two burners, push in the control knob and turn it anti-clockwise to the "HIGH" position, at the same time hold in the ignition button (a clicking sound will be heard) this will light the pilot and the burner. Keep pressing in the knob for a further 15 seconds and observe if the burner has lit. If not, repeat this process. Once lit, repeat this process for the second burner.
5. If the burner has not lit after retrying, wait 5 minutes and repeat step 4.
6. Adjust the heat by turning the knob between the "High/Low" positions.
7. If the burner does not light with the ignition spark it can be lit manually with a long reach lighter from inside the oven. Consult your GAS SAFE service engineer to rectify the ignition issue.
8. To turn a burner off, turn the control knob clockwise to the "OFF" position. If you wish to turn all of the oven off, turn the cylinder valve or regulator switch to the "OFF" position and then turn the control knob on the appliance clockwise to the "OFF" position on both burners. This will burn off any remaining gas in pipes so it can be stored safely.

The Spark Ignition Unit uses a standard AA battery. Ensure there are no covers protecting this battery before attempting to light the oven.



TROUBLE SHOOTING

PROBLEM	POSSIBLE CAUSE	SOLUTION
Burners will not light using the ignition system	<ol style="list-style-type: none"> 1. LP gas cylinder is empty 2. Faulty regulator 3. Obstructions in burner 4. Obstructions in gas jets or gas hose 5. Electrode wire loose or disconnected on electrode or ignition unit 6. Electrode or wire is damaged faulty pushbutton igniter 	<ol style="list-style-type: none"> 1. Replace with full cylinder 2. Have regulator checked or replace 3. Clean burner 4. Clean jets and gas hose 5. Reconnect wire 6. Change electrode and wire change igniter
Burner will not light with a match	<ol style="list-style-type: none"> 1. LG gas cylinder is empty 2. Faulty regulator 3. Obstructions in burner 4. Obstructions in gas jets or gas hose 	<ol style="list-style-type: none"> 1. Replace with full cylinder 2. Have regulator checked or replace 3. Clean burner 4. Clean jets and gas hose
Low flame or flashback (fire in burner tube-a hissing or roaring noise may be heard)	<ol style="list-style-type: none"> 1. LP gas cylinder too small 2. Obstructions in burner 3. Obstructions in gas jets or gas hose 4. Windy conditions 	<ol style="list-style-type: none"> 1. Use larger cylinder 2. Clean burner 3. Clean jets and gas hose 4. Use BBQ in a more sheltered position

FOR YOUR SAFETY IF YOU SMELL GAS:

1. Turn off gas supply at bottle.
2. Extinguish all naked flames; do not operate any electrical appliances.
3. Ventilate the area.
4. Check for leaks as detailed in this manual.
5. If odour persists, contact your dealer or GAS SAFE service engineer immediately.

PRECAUTIONS:

1. Leak test all connections after each gas bottle refill.
2. Never check for leaks with a match or open flame.
3. Do not store or use gasoline or other flammable vapours and liquids in the vicinity of this or any other gas appliance.
4. Do not store any gas cylinder not connected in the vicinity of this or any other gas appliance.
Before cooking for the first time, operate the oven for about 15 minutes with the lid closed and the gas turned on HIGH. This will "heat clean" the internal parts and dissipate odour from the painted finish.

THERMOCOUPLE

The thermocouple can move during the first cooking process, if it moves too far out of the flame it will assume the burner has gone out and shut down the gas valve – This is the most common reason for a burner to go out. Simple repositioning of the probe by altering its position on the brass thread so it is nearer the flame will quickly cure this problem. Don't get the thermocouple mixed up with the Spark igniter which has a white stem. The probe and igniter can be found under the protective cover at the control panel end, in the oven.



WARNING: The rotisserie and motor must not be exposed to water or damp conditions. In the event of wet weather, sufficient coverage should surround the appliance at all times ensuring they are at a safe distance away from all sides of the oven (at least 1m).

The plug of the motor may be required to be connected using an extension lead from indoors; this should not be used in wet conditions unless there is sufficiently sealed waterproof housing.

Accessible parts may be very hot. Keep young children away from the hot appliance at all times (even while cooling down). It is recommended that protective gloves (e.g. oven gloves) be used when handling particularly hot components.

CLEANING

WARNING: All cleaning and maintenance should be carried out when the oven is cool and with the fuel supply turned off at the gas cylinder.

Clean your oven after each use. DO NOT use abrasive or flammable cleaners, as they may damage parts of the appliance and could start a fire. Clean the oven body with hot soapy water and ensure you protect the motor from water ingress.

Cleaning

“Burning off” the oven after every use (for approx 15 minutes) will keep excessive food residue to a minimum.

Outside Body Surface

Use a mild detergent or a baking soda and hot water solution. Non-abrasive scouring powder can be used on stubborn stains, then rinsed with water.

If the inside surface of the oven lid has the appearance of peeling paint, baked on grease build-up has turned to carbon and is flaking off. Clean thoroughly with a strong hot soapy water solution. Rinse with water and allow to completely dry. NEVER USE OVEN CLEANER unless it is approved by Tasty Trotter.

Interior of Oven Bottom

Remove residue using a brush, scraper and/or a cleaning pad then wash with a soapy water solution. Rinse with water and allow to dry.

Cleaning the Burner Assembly

Turn the gas to the “OFF” at the control knob and disconnect the cylinder.

Clean the burner with a soft brush or blow clean with compressed air and wipe with a cloth.

Clean any clogged ports with a pipe cleaner or stiff wire (such as an opened paper clip).

Inspect burner for any damage (cracks or holes). If damage is found, replace with a new burner. Reinstall the burner, check to ensure that the gas valve orifices are correctly positioned and secured inside the burner inlet (venturi).

Important Point

Upon receipt, your oven will be covered in a thin layer of oil which is used in the manufacturing process, this needs removing prior to first use with either hot soapy water or a remover such as white spirit. If you don't remove this prior to getting the oven hot on the first occasion, the burnt oil will tarnish the metal, especially on the inside.

Avoid rubbing the areas with printed markings on the oven with thinners or similar agents as they may cause damage.

CARE

Due to the heating and cooling of the oven and vibrations caused by the spit rotations, some of the screws may become loose during transit or use. PLEASE tighten the screws periodically, in particular the 4 screws on the motor MUST be checked every time you cook as these are mounted upside down so are particularly vulnerable to becoming slack. This could lead to the motor falling off causing issues during the cooking process.



Familiarise yourself with the spit to motor connector and be careful not to lose the U shaped pin, (U Clip). You will find two holes on the motor bracket where this pin can be stored when not in use.



If you do choose to keep the legs of your pig or lamb on the body whilst cooking, we have included 2 'W' shaped retainers (W Bar Leg Retainer); these can be used to hold the pig's trotters down away from the lid and sides.



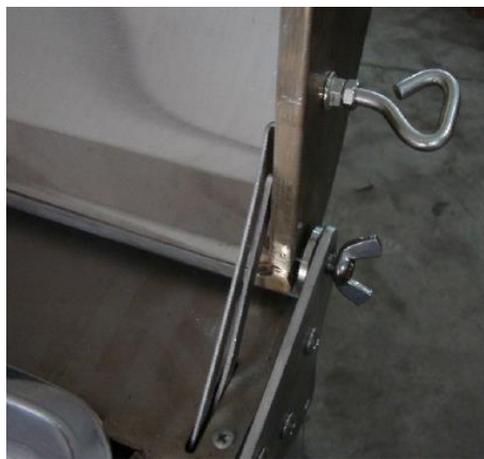
Alternatively you can use the Triangular Retainers as shown. These are meant as handles to aid lifting the spit in and out of the oven but also work to secure the legs if preferred.

Lid Removal

On some occasions you may wish to carve from one side and serve to the other. This will require the lid to be easily removable after cooking. To do this BEFORE you start cooking, with the oven cold, it will be necessary to swap the M10 bolts shown to the 'easy to remove ones' included when you buy the oven as shown below. Butterfly bolts can also be used.



Standard M10 bolts



Lid with easy to remove screw

The oven will fit in most estate (wheels may need to be removed) and 4x4 cars



CARE AND PROTECTION OF STAINLESS STEEL SURFACES

In order to maintain the quality of the finish of your Stainless Steel BBQ, the owner must be vigilant with care and maintenance according to this advice.

1. Wipe over the outside stainless steel surface with a light water repellent oil. Wipe the inside with a vegetable oil or similar edible oil.



2. If stored outside, fit a rainproof cover over the oven when it is not in use.

The Tasty Trotter Hog Roast Oven features Stainless Steel components, of various grades.
Body of Oven and Trays Grade 430
Retainers and Spit Shaft Grade 202

All Stainless Steel grades require a level of care and protection to retain their appearance. Stainless Steels are not immune to corrosion and neither are they maintenance-free, contrary to popular public perception. Even the highest marine grades of Stainless Steel require frequent cleaning with fresh water to avoid oxidation and other corrosive issues.

Modern tastes dictate that your oven features Stainless Steel with a brushed finish. This brushed finish is attained by running Stainless Steel sheets through an abrasive process that removes the mirror finish and leaves the brushed finish. Brushed-finish Stainless Steel requires frequent cleaning and care, to maintain its quality of appearance. Without adequate care it is realistic to expect that it will show signs of corrosion in time.

Stainless Steel is definitely not a maintenance-free material. Cleanliness and Stainless Steel are closely related.

After assembly, we recommend that owners apply a thin layer of olive oil with a clean rag, to all exposed Stainless Steel areas. This should then be polished in and buffed off with another clean rag to a non-oily finish. This process will aid protection against dirt and other corrosive contaminants, by providing a temporary food-safe shield. The olive oil layer also makes later polishing and removal of fingerprints easier. This process should be repeated frequently when cleaning your grill.

You may wish to buy a protective cover for your oven. It is recommended that an oven cover should be used at all times when the oven is not in use to protect your investment. However it is vital to understand that unless the oven is cool, clean and dry when the cover is fitted, use of a cover can in fact be detrimental. A cover placed on a warm, wet or unclean oven (or any mix of these factors) can in fact be a very effective corrosion breeder.

For this reason, the oven should always be cool, cleaned of any surface contaminants or dirt and be thoroughly dry before a protective cover is fitted. This is especially important before an oven is stored for any length of time i.e. if the oven doesn't get frequent use, or when it is stored away over winter months.

Look after your oven investment carefully and it will serve you well for many years to come and will have a healthy re-sell value should it be necessary.

Assembly Guide: Picture Supplement



1. Lay out all your components on a cushioned surface. Put the oven on its end and attach the wheels. Start with the castor wheels at the burner control end

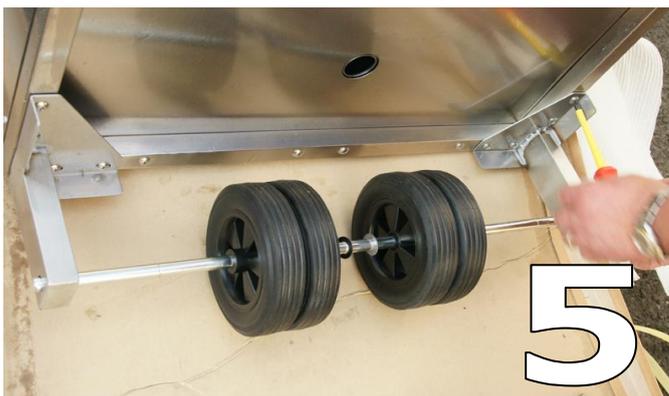


2. Tighten these into place using the bolts and spanner provided.

3. Attach the fixed wheel end brackets BUT don't tighten yet



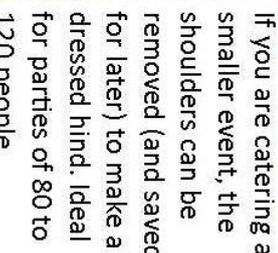
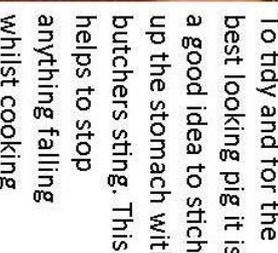
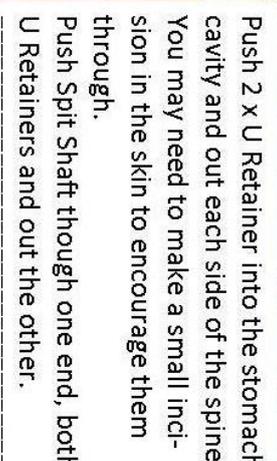
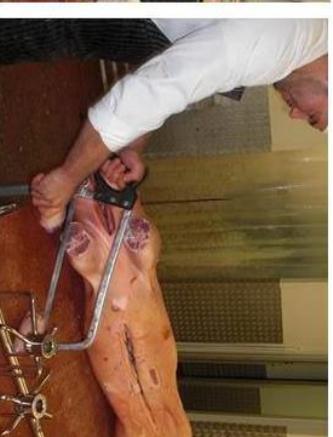
4. Prepare the rear fixed wheels as shown, NOTE the two washers in the middle. Don't use any C clips just yet



5. Place the axle into the end wheel brackets and secure in place with the end C clips and washers. Put them on in this order: C clip, washer, bracket, wheel, wheel, washer, C clip then C clip, washer, wheel, wheel, bracket, washer, and C clip. NOTE there are lots of spares you do not need provided. Once you have both the end C clips on you can tighten the bracket screws in place then attach the remaining C clips in the middle.

How to Put a Pig on a Spit

IMPORTANT: We always recommend removing the head unless your function is a medieval banquet or shooting club etc. MOST people do not like to see the head so its a waste of meat that can otherwise be used for sausages. Likewise we always remove the trotters. These can get in the way when the spit is rotating which can cause issues and they look unsightly.



The 4 Prong Retainers can now be pushed into place on each end and tightened into position. NOTE these must be re adjusted after the meat has shrunk.

Turn the pig oven and push down firmly of the U Retainer Plates, clip in place with the R Clips. Turn the pig back over and secure the U Retainers in place with the spanner provided.



To tidy and for the best looking pig it is a good idea to stitch up the stomach with butchers sting. This helps to stop anything falling whilst cooking

If you are catering a smaller event, the shoulders can be removed (and saved for later) to make a dressed hind. Ideal for parties of 80 to 120 people

Hog Roast Oven Cooking Instructions



There are a million and one opinions and methods on how best to cook a pig but the guide enclosed here is the basics to get you started. It's a fool proof way of cooking which can be built on once you get the hang of things with your own tips and tricks.

Oven Preparation

The Tasty Trotter Hog Roast Oven requires little to no preparation prior to cooking.

Really the only thing to remember is to make sure you thoroughly clean the machine before its first use to ensure any manufacturing oils are removed.

This oven is capable of cooking a variety of meats in many different ways with the added extra of cooking joints at the same time using the tray system. The roasting cradle can be used to cook chickens, jacket potatoes or joints of any kind.

Please note that we recommend always carrying a screwdriver and spanner with you to ensure that you can tighten any bolts or screws that have come loose during cooking or transportation.

Meat Preparation

Our Tasty Trotter Hog Roast Oven can cook many different types of meat, however the most popular is pork, hence the name Hog Roast. With this in mind our meat preparation guide has been written using pork as the main meat.

There are several different schools of thought on how to prepare a pig for roasting; the best advice would be to consult with your local butcher or meat supplier. The most important point is to firmly secure the pig to the spit distributing the weight as evenly as possible; ensure you fit the spit as close to the top of the rib cage as you can. Most butchers will do this for you but if not then please see our PDF guide in the D-Downloads section and our video showing how this is done by clicking on the 'Video' tab above. Basic rules are that the U shaped retainers will go through the middle (back of the animal) and be responsible for the majority of the meats weight. The 4 pronged retainers are used on either end of the spit shaft to secure the ends of the meat in place. Finally, the triangular shaped retainers can either be used at either end of the spit to assist with lifting the pig in and out of the oven, or they can be used to secure the legs in place if you are keeping them on during cooking.

You will need to decide if you are going to keep the head and feet in place; our Hog Roast Oven is big enough for the largest pig complete with head and feet in place, however please bear in mind occasionally some customers don't like to see this. You may like to give your customers a choice.

To Score or Not to Score

Scoring requires cutting into the skin about 1cm deep in several places, ensuring lines do not cross. Tasty Trotter Event Supplies do not recommend scoring, you are cooking the meat for the meat and not the crackling. The crackling, in our opinion, is an added bonus.

We believe that scoring the meat increases the risk of the meat falling off the spit and more importantly it can increase the risk of dry meat. Not scoring the meat means the juices are kept inside, which we believe makes for far more succulent and tasty meat. The only drawback with this is that the cracking may require some good, sharp scissors to cut through it once cooked.

There is very little preparation required for the meat but best results can be obtained by sprinkling the skin with salt and rubbing it in. If you decide to score then it is important that the score lines are not linked and cannot form islands of skin that can fall off. Use short score lines of around 5cm long and NOT criss-crossing other lines.

Optional Roasting Cradle

With the optional spit roast cradle you can cook chickens, small joints of meat, turkey joints, jacket potatoes and roasted vegetables. Our roasting cradle will hold approximately 24 chickens or 150 potatoes. The oven has been designed so that meat can be cooked on the spit whilst the stainless steel trays are in place. This allows you to cook dauphinoise potatoes, roasted vegetables or heat stuffing on these trays whilst the meat is cooking. Use at least one of the trays to carve your meat into, as this makes serving easier.

If you are using the Roasting Cradle to cook joints of meat then we suggest you ask the butchers to prepare thin and wide joints as these tend to fit better in the baskets. For joints, chickens and jacket potatoes you simply balance the items in the baskets distributing the weight as evenly as possible. We recommend that you watch the Roasting Cradle rotate a few times before closing the lid to ensure nothing is going to catch or fall.

Cooking Guidelines

There are many different opinions on methods of cooking meat in spit roast machines, scoring or not, seasoning, temperatures etc. All of these are down to personal preference and with time of you using your machine you will inevitably have your own methods to share. This being said, below is a brief how to guide of the basics.

Cooking times will depend on the weight of the meat and some varying factors (outdoors temperature etc.) If possible the meat will always cook better and quicker if it has been brought up to room temperature. It is likely to have been refrigerated at around 3°C so it will ideally need around 2-5 hours or so to get to room temperature prior to cooking. There is no need to preheat the oven prior to cooking which allows you to fully ensure the meat is in place and secure once placed inside the oven.

For filled bread rolls with stuffing & pork, you will need to allow approximately 160g to 225g per person; 175g per person is usually adequate for most calculations as this is equivalent to a normal average appetite.

We recommend that for the first 45mins or so of cooking you put both burners on full to cook the meat at around 250°C, this should sear the meat and result in a less visible loss of juices. Meat fibers contract when heat is applied, squeezing out juices from the inside. With a high heat applied first these juices will be burnt into a crust on the outside of the meat; sealing it and retaining more of the juices on the inside resulting in more succulent and tasty meat.

Following this, reduce the oven temperature to around 200°C for the remaining cooking time. Slower and lower heat cooking results in better meat flavor. One burner should be adequate to provide enough heat to achieve this temperature. A general rule of thumb for pork is one hour of cooking for every 10 kilo of meat. This time will need to be increased if you want to serve pulled (shredded) style pork.

For lamb the cooking time is reduced. The way lamb is served is down to personal preference as it can be served pink so it requires less cooking time.

Test the meat is fully cooked with a suitable temperature gauge and visually check the juices are running clear.

NOTE Pork must reach 75°C to be classed as safe (78°C in Scotland) so test meat is fully cooked with a suitable temperature gauge and visibly check the juices are running clear.

PLEASE do not solely trust the temperature gauge on the oven. Due to its position it takes some time for the true temperature to soak through to this gauge.

IMPORTANT: Only cook in a well-ventilated area. Ensure that no combustible materials are within 1 metre of the oven. Ensure vents are not obscured in any way, and that the oven isn't in a windy location. Do not leave unattended and check that the burner(s) are lit and the spit is rotating on a regular basis.

Do not have both burners on full for more than 45mins when cooking meat or you risk it burning. Propane and Butane will perform differently based on ambient outside temperature, so you may need a higher setting on a cold day.

Always ensure the fat and juices can freely drip out of the hole in the bottom of the oven which will reduce excessive smoke and the risk of the fats igniting

NOTE: You can cook in 3 of the top trays at the same time as cooking the pig below. This is ideal if some customers want a choice of beef or lamb, or if you are catering for a lot of people, or if you want to accompany the roast pork with roast potatoes or other vegetables.

Useful Tips

A 60 kilos pig will feed 150-180 people, but you can add extra joints to the spit and in the trays to take your total cooking meat to over 100 kilos. That's enough to feed 350 people in one sitting.

The oven uses less than 1 kilos of gas per hour so you can cook a full pig for around £15 in gas costs. We use 13 kilo bottles (orange propane bottles) which will do for two events.

Make sure you save every bit of juice and fat. The oven has a drain hole in the bottom and is supplied with a jug - catch all these juices as they will all be used. The liquids that land into the jug will separate, the top fat or dripping can be used for cooking vegetables in the top trays whilst we use the juice and a bit of the fat for putting in the top trays during the carving process - this makes the meat extra moist and juicy. Adding a bit of salt into the juice also helps to bring out the flavour.

If your customers are eating at a set meal time then there is nothing better than cooking a full pig (head off) and if you are serving over a few hours then using a bain-marie is a really good addition to your equipment. If you are selling at a car boot, festival or all day events then we suggest using our Roasting Cradle as this allows you to cook joints and stagger them in and out of the oven.

I.e. put 4 joints in, wait 30 mins, then add another 4, wait 30 mins then add another 4 etc., the oven will hold around 16 x 3-5 kilo joints. The idea is to add raw ones in columns to the right ensuring the most cooked are always on the left. Once you have removed 4 cooked joints, move everything to the left allowing space for more raw joints on the right.

Joints will take around 1hr 45mins for a loin joint and up to 3 hours for a shoulder/leg joint assuming a warm oven and room temperature meat. With this method you can add and take off meat according to how many people turn up on the day which results in less wastage as you can always save what you don't use for your next event.

If you want to feed say 50-100 people with our full size Hog Roast Oven, try and avoid a suckling pig as they tend to be very expensive and don't have enough fat on them to make for a juicy cook. It's much better to use a standard pig of around 50-60kilos then remove the shoulders and cook what is called a 'dressed hind. You can freeze the shoulders and use them for another event.

When carving it's much better to start at one end and turn the pig around i.e. carve in columns rather than one side. That way if you finish early, you will be left with untouched parts that you can re heat and use at a later date. NOTE ensure reheated meat reaches a temperature of 65°C before serving. Don't keep cooked meat in a refrigerator for more than a few days before using unless you freeze it first.

The secret to good crackling is dry skin. This can be difficult to achieve with a freshly killed pig or in damp conditions, but rubbing salt into the skin will help dry it out. We have heard of many other techniques to achieve good crackling, the most common of which is to cook the pig long and at low heat for over 6 hours then boost it by turning both burners on full for the last 30 mins to 'foam' the crackling. Each chef tends to have their own techniques.

Lamb Guide by Richard Hickson @ Hickson Quality Foods Ltd.

"...The spring lamb was about 23kg and it took 2 and a 1/4 hours. We started it off hot for 15 minutes then turned it down low for the rest. We cut the lamb and put garlic and rosemary in it then put a marinade on it called Greek passion. It was very nice. It was served just pink in the legs
The taste of the lamb was amazing very juicy. I would do it again..."



Tips and Suggestions

Juices - we provide a jug with the oven in order to emphasize the importance of keeping the juices that are discharged during the cooking process which can be used to make your gravy. The fat can be used to cook your spuds in, or saved for later use. The juice can be used to make the gravy. We make our gravy using approx. 50% juice 20% fat (so pour off the majority of the fat from the jug). Add 30% hot water with a teaspoon of salt per litre. The gravy is used to ensure the meat is moist (not wet) so when carving the pork into the top trays the gravy can be added just prior to serving, we keep our gravy hot in a soup heater or a bain-marie or use the top trays to keep it hot.

Optional Roasting Cradle - if you are serving customers with a set eating time, then there is nothing better than spit roasting a full pig BUT it does need to be carved off within an hour to 90mins as it will cool down if kept on the bone – If you are catering at an ‘all day’ event then it is much better and more cost effective to use the roasting cradle (an optional extra) and put joints into the baskets. If you are using the cradle for the first time please set it up and test run it cold for some time to ensure it has been assembled correctly and doesn’t catch under the ‘X’ arms. If it does catch then it is likely that the X arms need to be adjusted to be wider apart. It is also best to use joints that are not bulky like a loin joint, (boned, rolled and tied – don’t use net). These are usually around 4-5 kilos each so we tend to cut them in half to be more manageable as they can be quite long.

The technique with the cradle is to stagger meat in and out, so we will put 4 half loins in the oven on the left side, one on each basket wait 30-45mins then add another 4 etc until the oven is full with the more cooked meat on the left and the freshest meat to the right. Open the lid and remove a joint from the left and carve and serve. When all 4 joints have been used on the left, move all the remaining joints to the left to make space on the right for another set of 4 fresh joints. Always try and use a cradle with even distributed weight.

Pigs - don’t be tempted to use suckling pigs as they are very expensive per kilo and don’t have enough fat on them to make the meat juicy. We suggest if you are only cooking for say 80 people that you use a full pig with the shoulders removed (a dressed hind) and keep for another occasion (most standard pigs in the UK are grown to around 55-60kilos, enough to serve around 140-200 people.) We have one customer who regularly gets 280 cobs/baps from a standard 60 kilo pig.

Stuffing – we use take away tin foil trays to prepare our stuffing. They are approx. 200mm x 100mm and that size provides a nice servable amount that we can keep hot and place on the serving area or put in the bain-marie to keep hot. The granule mix can be easily prepared with freshly boiled water and improved with around 30mins to an hour in the oven. We make it very watery like porridge as after an hour in the oven it becomes much thicker. The standard off the shelf mix can be made much nicer by adding cooked onions or other ingredients such as apricots etc. if want to go the extra mile.

Crackling - this is a science on its own! The basic rule is that the skin needs to be dry in order to get good crackling, so don’t use a freshly killed pig. Skin can be dried further by rubbing salt into it prior to cooking. Following the cooking guide already mentioned will help to get the skin to blister and form the ‘foam’ style crackling. If you cook without the crackling forming then it can make the skin very tough like leather and it will then never form. One trick is to use a blow torch on the skin to form the crackling instantly – try doing this after about 30mins of cooking it’s quicker than the salt process.

Cleaning - much easier if you put some wide tin foil on the bottom of the oven. Push the edges under the burners and make sure you put your finger through the foil where the drain hole is and make sure you keep the juices. When using the oven for the first time we have found that MER (found in automotive accessory shops) can be applied on the oven to protect it from staining for longer.

Extras - most customers will appreciate potatoes which can be cooked on the top trays of the oven whilst the pig is cooking below. We tend to par boil them the night before (boil for around 5mins) and put them into large plastic containers. We then finish off the cooking process on the oven trays for around an hour at the end of the pig cooking process. Put some potatoes cut fairly small into three trays with some pig fat and seasoned with salt and pepper, turn every 15mins until they have browned nicely.

IMPORTANT: The following pages of information in this booklet are opinions and guidelines Tasty Trotter would like to advise you on. With this being said these are all examples. All customers must be aware that legislations, law and standards change regularly so whilst the following information can be used as a guide, we would strongly recommend that you get up to date information and independent advice from other sources such as GAS SAFE engineers, your local council, food hygiene inspectors and trading standards.

Starting Your Own Outdoor Catering Business Guides

The classic Hog Roast continues to be a firm favourite with the public, drawing in the crowds, and even attracting private event work such as weddings and private parties. A lot of caterers have this type of catering either as an add-on to their business, or alternatively as a part-time enterprise, mainly at weekends when most private functions take place.

The Main Advantages of a Hog Roast Business:

1) Hugely Popular

Hog Roasts are firm favourites at all types of events and shows, from Private Parties to Farmers Markets and even Music Festivals. While each type of event should be approached differently, and have their own nuanced way of working, they remain very popular with the public and are potentially very profitable.

2) Low Start Up Costs

The entry level for setting up a Hog Roast business can be very low indeed. As you now own a Tasty Trotter Hog Roast Oven the most expensive part is out of the way. We also stock a wide range of accompanying accessories on our website www.tastytrotter.com If you need any advice about other items please don't hesitate to give one of our helpful staff a call on 01246 866800

3) Good alternative for Weddings & Private Parties

Three course meals for 50+ people are expensive, and a Hog Roast offers a less formal and more cost effective way of feeding a lot of people quickly. Pork is one of the cheapest meats; it's a classic and still a favourite. The growth of the Hog Roast in the wedding market has been quite remarkable, and it is likely that the UK trend towards casual dining has led to a shift in perception on what people want from a wedding or party. People feel less obliged to throw money at a stuffy sit down meal, and Hog Roast businesses have benefited.

4) Great Theatre

Everyone loves the smell of a Hog Roast, and they love to see the food cooking - it's a sensory delight for many and this will encourage them to buy from you. The smoke, the smells, the sounds of meat crackling on a fire, it's pure theatre, and it draws people in and helps you sell food. For this reason, the Hog Roast should always be on display.

5) Versatile

You can cook pretty much anything in our Hog Roast Oven from lamb to lasagne it is all possible. This means that you can offer a varied menu and potentially upsell more food. You can offer different types, cuts and qualities of meat and different marinades, at different prices. As well as this you can offer accompaniments such as roast potatoes, salads and vegetables for little extra cost and effort but more added profit.

6) You don't need to be a Chef

You don't have to be the world's greatest chef to run a Hog Roast business, you just need to ensure that everything is cooked through (a food hygiene course will teach you all about this and is a must for anyone starting up). Cooking meat or putting a pig on a spit does not require excessive culinary expertise and we have great how to guides that are easy for anyone to follow. This makes it a great start up option for someone looking to run their own food business, without having to be a trained chef.

How to Get Ahead of the Rest:

Lots of people might think they can cook a Hog Roast and several might have a go which can lead to more competition. You will need make your product stand out or be prepared to compete on price.

This also means that you are competing with amateurs for the work, so you must be clear to your potential customers that you are a professional, that you know what you're doing and that you know how to avoid making their guests ill and to ensure they are happy with your service. After all, word of mouth really is the best advertiser and what's even better is that it's free!

What Type of Transport Will You Have and What Will You Operate From?

There are 2 main options for this, either a van or a car with a trailer. There are advantages and disadvantages for both. A van can get you from one event to the next and house all your equipment locked securely inside so you can relax at service stations on the way. If you already have a car then a trailer is the cheaper option as these can be bought for much less. They can house all your equipment and you can buy locks to make sure it is all secure when travelling and storing. It can require some practice to drive if it isn't something you have done before and will mean you need a tow bar on the back of your car.

We recommend using one of our commercial grade gazebos to operate from. They are built to last and easy to transport from events. You need to choose a good size when purchasing taking into consideration the equipment you will have underneath it and also some shelter for your customers to stand under whilst ordering. Every caterer wants to have a queue building but some people may not want to wait if there is no shelter and we do live in England after all so showers can be likely.

Your Equipment:

Event Organisers will want to see your CE certificate and your Gas Safety certificate and you won't be able to trade without either. Even if you find work at small private functions, you could have some real problems with insurance companies if you ever need to make a claim, let alone with the law if you are prosecuted so it isn't worth the risk. Gas Safety certificates should cost about £40 from any local GAS SAFE engineer or registered plumber. It's about a 30 minute job for them and well worth the piece of mind to know you are safe and legal.

Where to Trade:

Where you trade is obviously critical to the success of your business. There are a variety of different options that you can choose from, you might even operate from a variety of different locations. Below are some ideas as to where;

<u>Shows & Events</u>	<u>Markets</u>	<u>Roadside</u>	<u>Private Functions & Parties</u>
From village Fetes to week long music Festivals	Street Food, Farmers Markets, Car Boot Sales	Lay-by's, Car Parks & Industrial Estates	Weddings, Birthdays & Corporate Events

Shows & Events

Thousands of profitable shows and events take place in the UK every year from your local schools one day event to Glastonbury festival. Some are more expensive than others to get a pitch at which needs to be a real consideration. As does the expected footfall, most larger events will have estimated figures of how many people they think will turn up based on feedback and pre sold tickets. You can use this information and the cost of the stand to work out which shows seem good value i.e. If one show is costing £100 and expecting 200 people it isn't as good potential value as one costing £100 and expecting 2000 people. When booking events always ask who else has booked so you can try to get a jump start on your competition. Try to be the only hog roaster and the fewer other options of food available the better. If there are other hog roasters going then think about offering something different. The Tasty Trotter Hog Roast Oven is capable of much more than your average pork roll.

Markets

Markets are a great place to work: less stressful than big events but ideal for gaining experience. You can often advertise for private events at markets too which makes it a great opportunity to get more bookings whilst still selling and making money on the day. Markets and car boots generally have a much cheaper entrance fee but can be a gamble and more dependent on weather. If it is cold and wet you will be less likely to get a good turn out so it's a good idea to use joints or other smaller roasts rather than committing to a whole pig. Joints can be added and taken off as and when you need them, if you don't use them they can be saved for the next event so if the day is wet and slow then joints will mean you won't waste much whereas a whole pig is a bigger gamble.

Getting a pitch at a market can also be a little tricky. Sometimes there are waiting lists you need to apply to be on so it's best to do a bit of research. Local by-laws relating to markets vary greatly. Some require a street trading licence, whereas others have abolished them. Some are run by councils and others by private market operators. In order to get onto a council market you will need to contact your local council and speak to the relevant person who is organising it. This information should be available on the town centre or council website. To work on a private market you need to contact the operator directly. It can also be beneficial to visit the event so you can get a feel of what's available and the prices people are offering. If you can offer something a little different it might stand you out against the crowd.

Roadside

The original home to the entire mobile catering industry, roadside trading has a lot to offer. However it isn't as easy as pulling up and starting to trade. Local by-laws relating to roadside trading vary greatly from one council to another. Some require a street trading licence, whereas others have abolished them. Not all councils allow roadside trading, and the introduction of the Miscellaneous Provisions Act has given Local Authorities the power to ban trading on streets under their control which has changed this sector of the industry. Trading from the roadside is very often frowned upon by Local Authorities, the most likely reason being that caterers may cause traffic obstruction or congestion, forcing other road users to detour around the unit. The Police are the only people empowered to move you on. Their first action will be to 'ask' you to move; if you don't, they have the power to enforce it. However, on the positive side, the Police are usually very polite and can be most helpful; they may even suggest another area you may be able to trade from.

To begin you have 3 options:

1. Start from scratch

To work on the roadside or at a retail, trading or industrial estate, you should always contact your local council. Ask them if you will be allowed to work at the site you want to work at, and if you will require a licence to do so. The council may ask you to pay for a street trading licence.

2. Buy an existing business or pitch

Obviously there are still some traders on the roads who have been granted permission from the council, and of course these are worth money! Please remember, a licence may or may not be transferable, and you need to be absolutely sure that it is before you hand over any money.

3. Pitches on private land

Many Roadside Caterers actually operate from private land, such as car parks outside retail or business addresses. Once again, the feasibility of these pitches will depend on your local council. Some councils are more than happy for you to trade from private land without licences, however, some borough councils will insist that you get a street trading licence regardless of whether you are on a public highway or not. Others will ask you to seek planning permission as you are looking to change the use of the land. Just because you have the agreement of the landlord, it does not guarantee that you will be free from local government rules or regulations.

In addition, you might want to contact 'Retail Concessions', a site agent who operate many major retail car parks across the UK such as B&Q, Homebase and many more. These can be a great site if no one else is operating currently.

Private Functions & Parties

Private functions offer a low-risk way to earn money as you usually agree a fee in advance. A Firm favourite of caterers these events can be real earners as they allow you to up sell. For example, if you are catering a wedding for 200 people you know exactly what sized pig to buy plus the amount of bread etc and can charge accordingly. Again this depends on the location and venue but generally they can be around £6 per head. Then you can offer extras. So roast potatoes might be 50p more per head. As far as you are concerned its little extra work as you are already at the event and cooking so chopping a few potatoes isn't a big deal but as far as the customer is concerned who doesn't love a roast potato cooked in pork juices to accompany their roll. Its little extra cost to you for a bag of potatoes but could potentially be an extra £100 from the same event. Like potatoes you can add salads, coleslaws, pastas and other easy to prep but high turnover options for 50p a head extra.

Contact all your local hotels, pubs that don't serve food, pub that hold events, rugby clubs, event halls etc. and leave a stack of leaflets and your business cards. These are all potential customers for your next event. Wedding fairs are also good to network. These can be more expensive for a stand and as you are not likely to be selling whilst there can be expensive at first. They are great for meeting venues, planners and people who are likely to need your services. The main thing with any event is that you should always be thinking of advertising. If allowed have leaflets or business cards with you and on the table where the apple sauce is. This means when people are taking their first bite they might be thinking of their birthday or sister's wedding or any other event they might need caterers for so you want to make sure they have something to walk away with in their hands to remember you by. That and a good taste in their mouth too.

Checklist:

Rules and Regulations:

- For starters at least one (preferable all) member of staff will need their Food Hygiene certificate. For this you can use the link: <http://www.food-hygiene-certificate.co.uk/> or <http://www.cieh.org/training/cieh-level-3-award-in-supervising-food-safety-in-catering.html> General Members of staff should get at least a level one and ideally there should be someone on site with a minimum level of 3. There are plenty of courses so you can shop around for prices. They are generally online or at conference centres and its a multiple choice tests.
- Prepare a written Food Safety Management System and Hazard Assessment or HACCP (Hazard Analysis and Critical Control Point).
- Keep a log of your equipment servicing and GAS SAFE certifications. GAS SAFE certification is needed annually after 12 months from your invoice date and should be carried out by a registered engineer. WE can arrange for this to be done at our Clay Cross unit (S45 9NU) if you can bring the machines back to us and leave them with us for a few days. For this the price is approx. £40
- Keep a log of your temperature probe calibration tests, recommended to do this every 2 weeks.
- If you intend on going to town markets and events you may need to register with your local council so they can approve you as a caterer, (This could also help you find out about upcoming events and pitch prices)
- Notify the Inland Revenue within 3 months if you become self-employed.
- Notify HM Customs & Excise immediately if you anticipate your annual turnover will exceed the VAT registration threshold.
- Notify national insurance contributions office of your employment status.
- Notify any departments where you may be claiming benefits etc.

Pricing

What price are you going to charge for your food or drink? Obviously this will depend on what it is that you're selling and where it is that you are operating. Food and drink often costs a lot more at shows and events than it does on a roadside, but then you will probably have to pay more in fees at a show. Do some research to see what other people may be offering in your area. This may also help you to see if there is a gap in the market to help you stand out.

A standard hog roast roll with pork, stuffing and apple sauces can go for as little as £3.50 at a car boot and as much as £6 at a country show or festival. It is very dependent on the area, event and the competition on offer so research your market. Remember you can always come down in price too, you simply say 'last few remaining' or 'special lunch time offer' etc. Customers may not be so happy if you try to increase the prices during the day so it is better to aim higher.

How to Operate Legally

You need to ensure that you comply with a variety of laws and standards to ensure that you are operating legally. Our Safe & Legal Catering section has a lot of information to help you on this.

Insurance

Don't even think of operating without Liability Insurance. Not only is it a legal requirement, it's not expensive and will cover you against accidents and food poisoning. Below are the names of some companies that can assist with this;

Alex White - Catering Insurance

07506576825 / 01384 473025

www.cateringinsurance.co.uk / awhite@cateringinsurance.co.uk

We have not personally dealt with any of these companies but they have contacted us as they can offer insurance on our products. Tasty Trotter does not have ties to these companies or gain anything from them if you do decide to take out insurance with them. Please note that we do not take responsibility for any deals made via the above companies and we recommend you seek independent advice before any commitments are made.

Useful Hints:

- Websites are very cheap and easy to make these days so we strongly recommend setting one up so people can find you online. Lots of people head straight for the internet when they are planning events. It will help to give you credibility for any potential customers. Add some pictures and any quotes from happy customers you may have. You can use any of the images from the Tasty Trotter website you may like and we always appreciate receiving them if you want to be included on our testimonials page.
- Leaflets and business cards are also cheap and easy to do so really worth the money. Hippo Print or Vista Print are great for business cards and leaflets
- PVC banners are cheap, good quality and quick (better than printing on a gazebo as this is expensive and some venues may not like you to advertise whilst cooking for their event) Essex Sign and Print are brilliant for this.
- The Nationwide Caterers Association is a brilliant website for lots of useful guides and the legal information you need to know (www.ncass.org.uk). Most is available for free online but you can sign up to be a member for full information and assistance with things like legal queries and permits.
- www.bark.com is a website you can sign up to, to see potential catering jobs in your area. You will get emails from customers who have certain criteria (i.e. wedding for 100 people wanting British food) and you can buy credits in order to reply. The customer may get several replies or just yours but it's a good way of trying to get extra business in quieter times and for little effort. Credits are less than £1 so worth the punt.

How to Succeed and be Profitable:

In order to succeed we think you need to do / have the following things:

- Do lots of research; look and where, how and when you want to sell.
- Know we are on hand with any questions you may have to support you not only throughout the start-up process but also along the way whenever you may need.
- Have determination to get out there and be proactive into finding the jobs. Events and pitches won't be handed to you on a plate so networking is key
- Marketing matters; always have leaflets or business cards with you. Word of mouth is the best advert and costs nothing but it is easier if they have something to remember you by.
- Keep your staff happy. They can either be smiling at a customer or miserable and harm your reputation.
- Keep on top of your food hygiene and safety inspections by being a step ahead. They will always want to find something so make sure you have everything ironed out and ready to present at all times. You want to make sure you spend less time with inspectors and more time serving customers
- Spend less money; the less you spend the more you make so a healthy relationship with suppliers is key to turning over a bigger profit. Don't be afraid to ask for discounts.

Safe & Legal Catering; Your 10 Point Legal Checklist

1. Register with your Local Authority; you must register your business 28 days before you start trading with the Environmental Health Department at the Local Authority closest to where your business will be based, or in the case of mobiles, where it is kept overnight. Once the registration period is complete you can begin trading and you will be inspected by your Environmental Health Department in the first 3 months of trading to ensure that you are operating safely and legally. Not all businesses must register, the rule of thumb is if there is a degree of continuity i.e. food activities are more than once a month or where there is a degree of organisation within the business i.e. employees then a business must register.
2. Get the right Licenses to Trade; depending on how and where you intend to trade, you may also require a Street Trading Licence. If you operate on a public street or roadside you will need one, if you operate on private land or at an event you won't (provided the organiser has already received their licence)
3. Register as a Business; get the right Legal Structure for you and your business. You need to get your paperwork set up in order to operate legally as a business and there are different options available depending on your situation and circumstances.
4. Do a Risk Assessment / HACCP; all food businesses in the European Union must have a Food Safety Risk Assessment based on HACCP (Hazard Analysis & Critical Control Points) principles.
[Hazard analysis and critical control points or HACCP is a systematic preventive approach to food safety from biological, chemical, and physical hazards in production processes that can cause the finished product to be unsafe, and designs measurements to reduce these risks to a safe level. An example of a HACCP principle HACCP is a systematic approach to the identification, evaluation, and control of food safety hazards based on the following seven principles; 1: Conduct a hazard analysis. 2: Determine the critical control points (CCPs). 3: Establish critical limits for each critical control point. 4: Establish critical control point monitoring requirements. 5: Establish corrective actions. 6: Establish record keeping procedures. 7: Establish record-keeping and documentation procedures] further examples of these can be found later in this booklet. You can also gain more information from your local author.
5. Get Food Hygiene / Food Safety Training; every staff member working in a catering business must receive training relevant to the job they do. Every caterer wants a Level 5 Food Hygiene Rating and to get one there are a few things you can do. Firstly, find out what to expect when an Environmental Health Officer visits, use effective inspection checklists to prepare for your next inspection so you are prepared to answer any questions they may have.
6. Get the right Insurance; by law all caterers must have Employers Liability Insurance which covers you for the Health & Safety of your employees and contractors. All caterers should also have Public Liability Insurance to cover injuries to the public, and Product Liability in case you give anyone food poisoning. Generally they come as a package, but not all do, so check to ensure yours does!
7. Get a Gas Safety Certificate. All Gas equipment used for catering purposes must be installed, inspected and tested on an annual basis by a Gas Safe engineer - even Street Food traders. Engineers need to be qualified in Mobile Catering & LPG (Liquid Petroleum Gas / bottled Gas). They will inspect your set up and issue you a certificate if your equipment is safe and legal to use. New trailers and equipment should come with safety certification, however if you are working on a gazebo or market stall, you also need to get the safety of your gas 'rig' tested.
8. Get an Electrical Certificate. Under several pieces of legislation, Employers are required to provide safe premises and safe equipment. It is therefore very sensible to have an Electric Safety Check for the installation of your appliances, followed with 6 or 12 monthly checks. These can be provided by any NIC / IEC registered electrician as can the PAT (Portable Appliance Test). The electric safety tests determine the safety of your electrical installation, while the PAT testing is concerned with portable appliances. You can qualify to PAT test your own equipment by doing a short course and buying the equipment necessary. This may cost around £200 and you can compare prices online.
9. Operate a Food Safety Management System / Due Diligence System. It is essential that you have a Due Diligence System in place to advise and record all the policies and procedures that you follow to keep your staff and customers safe, including a Daily Recording Diary. As a caterer, it can be your only line of defence in the unfortunate event of prosecution, so it is essential that your Due Diligence System is relevant to your business.
10. Have Hand Washing Facilities. All food businesses must have separate hand and pot washing facilities to be legally compliant. This can be achieved many ways. A good way to start is by using a tea urn and washing up bowls. You can buy tea urns online for around £40 which are a good investment generally speaking and also when considering your hand washing facilities. From a health and safety point of view you have boiling water on tap to use for pots and hand washing but also from a business point of view you can now offer hot drinks from the same tea urn. This is a cost effective way and should keep most inspectors happy but as you get bigger you may choose to invest in separate pieces of equipment.

Food Poisoning

Food Poisoning affects millions of people every year so it's best to protect yourself against any potential claims. The main piece of legislation that relates to this area is the Food Safety Act (1990) as well as various Regulations and Codes of Practice, such as Food Law Code of Practice (2012).

The essential information that you need to know is:

1. All food preparation premises must be registered with the local *Environmental Health Office* 28 days prior to trading, in the area in which the unit is stored if mobile, or in the area you pay Council tax to.
2. All persons coming into contact with food must be trained for the job they are doing (the level of training depends on the job) before they are allowed to work in the premises.
3. You must put in place/ implement and maintain a documented Food Safety / Hygiene Management System based on the principles of HACCP (*Hazard Analysis & Critical Control Points*).
4. Not washing hands is one of the biggest causes of food poisoning, which is why it is a legal requirement for all catering units to have hand washing facilities. *Anti-Bacterial Gel is not accepted by Environmental Health Officers as an appropriate method of cleaning hands.*

Electrical Safety

The Electricity at Work Regulations 1989 covers all work activities and establishments. They require the employer to have regard for all foreseeable electrical risks, taking into account the construction and installation of the systems and equipment used, and also the sighting of such systems and equipment. This is an absolute duty of the Employer to comply with these regulations.

You need to do the following:

1. Installation Testing; All electrical installations and equipment should be tested regularly by someone qualified to carry out such a test. Any work that is carried out on electrical systems must not give rise to danger and should be disconnected from the source of supply.
2. PAT (Portable Appliance Testing); PAT testing should be carried out on all portable appliances. PAT tests are required on an annual basis for portable appliances and 6 monthly on hand held appliances.
3. Operate your Generator correctly & safely; You need to ensure that you operate your generator in the correct fashion. Failure to do so could put you, your employees and the public's lives in danger.

You can find electrical contractors who can inspect your electrical installation and equipment on the NICEIC website www.niceic.com

Vehicle & Towing

Vehicle, Towing and Driver licensing are extremely complicated and ever changing areas of law, which even the professionals find difficult to understand. There are several government agencies involved with overlapping priorities and scope which unfortunately can lead to grey areas. As a result of this, caterers can find it very difficult to keep up to date and consequently often fall foul of the law, finding themselves subject to fines, penalty points, driving bans and even prosecution or imprisonment if a serious incident ensues. If you are towing a trailer make sure you check your driver's license against the total weight you will be towing which includes the car, and ensure you are qualified to do so. If you are driving a van make sure it is below 3.5 tonnes and anything more will require a tachograph

Health & Safety

The Health and Safety at Work etc Act 1974 and subsequent regulations cover all aspects of Health & Safety in the workplace, but the duties of an employer can be summed up as follows:

1. It shall be the duty of every employer to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all his employees.
2. Without prejudice to the generality of an employer's duty under the preceding subsection, the matters to which that duty extends include in particular:
 - (a) The provision and maintenance of plant and systems of work that are, so far as is reasonably practicable, safe and without risks to health;
 - (b) Arrangements for ensuring, so far as is reasonably practicable, safety and absence of risks to health in connection with the use, handling, storage and transport of articles and substances;
 - (c) The provision of such information, instruction, training and supervision as is necessary to ensure, so far as is reasonably practicable, the health and safety at work of his employees;
 - (d) So far as is reasonably practicable as regards any place of work under the employer's control, the maintenance of it in a condition that is safe and without risks to health and the provision and maintenance of means of access to and egress from it that are safe and without such risks;
 - (e) The provision and maintenance of a working environment for his employees that is, so far as is reasonably practicable, safe, without risks to health, and adequate as regards facilities and arrangements for their welfare at work.

3. Except in such cases as may be prescribed, it shall be the duty of every employer to prepare and as often as may be appropriate revise a written statement of his general policy with respect to the health and safety at work of his employees and the organisation and arrangements for the time being in force for carrying out that policy, and to bring the statement and any revision of it to the notice of all of his employees.

To be compliant make sure you have a completed Healthy and Safety Risk Assessment and Policy Document, also First Aid and Sickness Records.

Hand Washing

When operating a mobile, street food or outside catering business you need a hand washing unit.

1. It's a legal obligation; the legislation is very clear on hand washing when operating ANY food business.

It states that:

- A separate hand washing facility must be provided
- It must have hot and cold (or appropriately mixed running water)
- Alcohol gels are not acceptable on their own but can be used in addition to a hand washing system
- Materials should be available for cleaning hands (ie anti-bacterial soap)
- Materials should be available for drying hands (ie paper towels – not a tea towel)

This applies regardless of the type of food business whether a gourmet street food business, roadside burger van, or vegetarian restaurant.

2. You're less likely to give someone food poisoning (and therefore not go to prison and/or pay a fine). The legislation on hand washing is there to stop food poisoning and therefore making someone very ill and at worse dying. If you don't follow these principles and are found guilty of causing a food poisoning incident the maximum penalty is 2 year and an unlimited fine.

3. You won't get a good Food Hygiene Rating score. Like them or not the Food Hygiene Rating Scheme is here to stay. In Wales it is now a legal obligation for all food businesses to display their score and is likely to be implemented in England and Northern Ireland. If you don't have a separate hand washing unit then you are clearly breaking the law and at best you will not score well and at worst could be closed down.

4. It makes customers more likely to buy your food (and therefore you'll make more money!). When running a mobile or street food business there's nowhere to hide; the customers can see what you're doing and your food hygiene practices. If customers can see that you're regularly washing your hands they know that you care about the food you sell and those who eat it. Therefore they're more likely to buy your food.

Training for Mobile Caterers

The law is very clear on two things:

1. Food handlers must be "supervised and instructed and/or trained in food hygiene matters commensurate with their work activity".

2. If you're responsible for making sure staff are trained (e.g. you're the business owner), you must "have received adequate training in the application of the HACCP principles".

What that means is that as a food business operator you must have a HACCP qualification at the very least. And you must make sure that all food handlers in the business receive appropriate supervision & training in line with their work activity, although there isn't a prescriptive way you must train your staff.

You might not have to put your staff through standardised training courses to make sure they are "adequately trained". But at the end of the day, the easiest way to prove to health authorities that they *are* "adequately trained" is to do just that; give them the courses. Ideally, all non-food handlers will be trained in food hygiene to at least level 1, and all food handlers at least to level 2. Food business owners and managers really should undergo food hygiene training to level 3 as they are responsible for food hygiene processes and procedures throughout the whole business.

Food Hygiene courses cover all practices that you'd want staff to be aware of. A typical level 2 course (ideal for food handlers) will cover health & safety in the workplace, HACCP, risk assessments, food poisoning, cleaning, refuse, pest control and personal hygiene amongst other subjects. A level 1 hygiene training course (for part time or temporary staff) course will cover more basic aspects of food hygiene, such as pest control, food storage, waste disposal, personal hygiene and temperature control. Courses for supervisors, managers and business owners (level 3 food hygiene) typically develop extensive knowledge of the principles of food hygiene so that they are equipped to practice food hygiene and ensure its maintenance throughout the rest of the business.

You're required by law to give staff the appropriate training in food hygiene and safety in line with their work activity.

The easiest way to do this is for all of your employees to obtain an official training course certificate.

If you can show an EHO a bunch of certificates to prove that you and your staff are qualified to the preferred levels in food hygiene, you'll make life easier for yourself.

There's a wide range of different training providers that offer Food Safety training, including on site providers, councils and colleges and online training courses. The latter tends to be the most popular because of convenience.

Online training courses have exploded in popularity over the last 5 years as they are a lot cheaper and can be done during evenings and weekends. Some companies offer training and certificates that are not rigorous enough and which EHO's will not accept, so be careful about the courses you select.

Allergen Information

From December 2014, the EU Food Information for Consumers Regulation (EU FIC) came into force. These European rules are enforced in the UK and have changed the way you and your staff need to provide information to your customers. You can find out more about FIR here: <http://food.gov.uk/science/allergy-intolerance/label/> During the preparation of food, you may be using prepacked foods such as bread and sauces as ingredients in the items you serve. Allergenic ingredients will be emphasised within the ingredients list of prepacked foods. You have a legal responsibility to provide the correct allergen information about the ingredients that is in the food you make or serve, to your customer.

The EU law has listed 14 allergens that need to be identified if they are used as ingredients in a dish. This means that from December 2014, all food businesses will need to provide information about the allergenic ingredients used in foods sold or provided by them. As a food business serving loose foods (foods which are usually made by one business and sold by another such as a retailer or caterer), you will have to supply information for every item on your menu that contains any of the 14 allergens as ingredients. This can be done in several ways such as via an information pack, a menu or a chalkboard.

If it is not provided upfront, you will need to signpost where it could be obtained, either in written or oral formats.

If the allergen information is provided orally there must be a way for:

- This information to be checked by others (verifiable)
- It to be confirmed as accurate
- The same information to be given every time (consistent)

IMPORTANT Ignorance is no excuse. The change in the law means that you will no longer be able to say that you don't know what allergens are in the food you serve. You are also not allowed to say that all the foods you serve could contain an allergen. You will need to know what is in the food you provide.

The 14 Allergens

There are 14 Major allergens which need to be declared when used as ingredients. The following list tells you what these allergens are and provides some examples of foods where they may be found.

Allergen	Examples
Celery	This includes celery stalks, leaves and seeds and celeriac. It is often found in celery salt, salads, some meat products, soups and stock cubes
Cereals containing Gluten	The includes wheat (such as spelt and Khorasan wheat/Kamut), rye, barley and oats. It is often found in foods containing flour, such as baking powders, batter, breadcrumbs, bread, cakes, couscous, meat products, pasta, pastry, sauces, soups and food duster with flour. The cereal will need to be declared. However, it is up to you if you want to declare the presence of gluten with this.
Crustaceans	This includes crabs, lobster, prawns and scampi. It is often found in shrimp paste used in Thai curries or salads.
Eggs	This is often found in cakes, some meat products, mayonnaise, mousses, pasta, quiche, sauces and foods brushed or glazed with egg.
Fish	This is often found in some fish sauces, pizzas, relishes, salad dressings, stock cubes and in Worcestershire sauce.
Lupin	This includes lupin seeds and flour, and can be found in some types of bread, pastries and pasta.
Milk	This is found in butter, cheese, cream, milk powders and yoghurt. It is often used in foods glazed with milk, powdered soups and sauces.
Molluscs	This includes mussels, land snails, squid and whelks. It is often found in oyster sauce or as an ingredient in fish stews.
Mustard	This includes liquid mustard, mustard powder and mustard seeds. It is often found in breads, curries, marinades, meat products, salad dressing, sauces and soups.
Nuts	This includes almonds, hazelnuts, walnuts, cashews, pecan nuts, Brazil nuts, pistachio nuts, macadamia or Queensland nuts. These can be found in breads, biscuits, crackers, desserts, ice cream, marzipan (almond paste), nut oils and sauces. Ground, crushed or flaked almonds are often used in Asian dishes such as curries or stir fries.
Peanuts	This can be found in biscuits, cakes, curries, desserts and sauces such as for satay. It is also found in groundnut oil and peanut flour.
Sesame Seeds	This can be found in bread, breadsticks, humus, sesame oil and tahini (sesame paste).
Soya	This can be found in bean curd, edamame beans, miso paste, textured soya protein, soya flour or tofu. It is often used in some desserts, ice cream, meat products, sauces and vegetarian products.
Sulphur Dioxide	This is often used as a preservative in dried fruit, meat products, soft drinks and vegetables as well as in wine and beer.

Recording Information about Ingredients

When preparing a dish, think about the ingredients you use in your recipe, and then carefully record the ones which are used in each dish.

If you are using prepacked foods as an ingredient in your recipe, please remember that some products (such as tinned or dried food) have a long shelf life. This means that you may see both types of labelling (old and new) being used on these products for a few years after December 2014. Always remember to read the label. To help to identify which dishes contain allergens:

- Make sure that your kitchen staff use the same recipes every time
- Keep a copy of the ingredient information on labels of pre-packed foods for example, sauces, desserts etc
- Keep ingredients in the original containers where possible, or keep a copy of the labelling information in a central place (either on paper or stored electronically)
- Ensure that containers are clearly labelled, for ingredients which are delivered in bulk, and then transferred or stored in smaller containers
- Make sure that staff are aware of where this allergen information is stored and how it is kept
- Ensure that the allergen information is kept up to date (for example, if recipes are changed or products substituted)
- Always check deliveries to make sure what is delivered is what was ordered. Ensure that the relevant labelling information is provided with the order
- Make sure that any records are updated, to help trace back to the source of your information
- Check that the food delivered is the same brand that is normally used, as different brands might have different ingredients

Keep Staff Trained and Informed

Businesses should ensure, as a minimum, that all their staff are aware of the procedures and policies of the business when it comes to handling all requests for allergen information. All staff should receive training on handling allergy information requests from their first day in the job. As a food business, it is your responsibility to know which allergenic ingredients are present in the foods you sell. Where you have a group of foods such as cereals containing gluten, crustaceans, fish, nuts and molluscs, you will need to say what they are; for example wheat, prawns, cod, almonds and mussels. Make sure the allergen information is accessible to all staff and that it is kept up-to-date. If you use part-prepared ingredients, make sure you know what's in them and make sure they are clearly labelled. When handling and preparing foods, consider the risk of allergen cross-contamination.

Signposting Allergen Information

Where allergen information is not provided upfront in writing, signposting a customer to where they can get this information will be required. Your sign should be where customers expect to find this information; for example where they would be making their food orders such as at the till point, on menu board, or on the menu.

Written Allergen Information

This can be provided on menus, menu boards or on websites, when selling online. For example:

- Chicken Korma – Contains: Milk, Almonds (nuts)
- Carrot cake – Contains: Milk, Egg, Wheat, Walnuts (nuts)

Allergen Menu Folders

Allergen menu folders that contain:

- Product specification sheets
- Ingredients labels
- Recipes or charts of the dishes provided and the allergen content could be used to communicate or aid communication of allergen information to the consumer.

An example of a chart of the dishes provided and their allergen content

Dish	Cereals containing gluten	Crustaceans	Eggs	Fish	Peanuts	Soya	Milk	Nuts	Celery	Mustard	Sesame	Sulphites	Lupin	Molluscs
Chicken korma							✓	✓ almonds						
Seafood risotto		✓ prawn		✓			✓		✓					✓ Mussels, squid
Lemon cheesecake	✓ wheat		✓				✓							

Telling a Customer about Allergens

Allergy information can also be provided as part of a conversation with the customer as well as using any of the ways described above. You can also use methods you have devised yourself to ensure that the information provided is correct and consistent.

Effective Communication

Effective communication among your staff, with the customer and with your suppliers will help to ensure that customers with food allergy are given accurate information.

Remember that customers use the information you provide about the allergenic ingredients in the dishes you offer, to make the final decision on whether or not to buy and eat the food you provide. You will need to think carefully about how:

- You handle these requests for allergen information
- You provide the information to your customer

IMPORTANT Customers must play their part. Where a business says, on a signpost, that allergy information can be obtained by talking to staff, the customer also has a responsibility to ask for information and relay their dietary needs to the person providing the food.

Gluten-Free and No Gluten Containing Ingredients

If you say that any of the foods you serve are gluten-free, please note that there are strict rules surrounding this. The foods that you serve to your customer that are declared as gluten-free must not contain more than 20mg/kg of gluten. If you are making a gluten-free claim on a loose food that you sell, consider whether you have the required processes in place to prevent cross-contamination. If your processes cannot be guaranteed or controlled sufficiently, consider more factual statements, such as 'no gluten containing ingredients' which is also known as NGCI.

Either way, you will need to prevent cross-contamination as much as you can.

If you want more gluten-free guidance, please go to: www.food.gov.uk/business-industry/allergy-guide/gluten/

Dealing with Severe Allergic Reaction

When someone has an allergic reaction to a food it is important that all staff should know what to do. If the above happens, this is what you should do:

- Do not move the customer, because this could make them worse.
- Call 999 immediately and describe what is happening; explain that you think the customer may be having a serious allergic reaction or anaphylaxis (pronounced anna-fill-axis). It is important to mention the word anaphylaxis to ensure that the urgency of the situation is communicated and that appropriate medication will be available.
- Ask the customer if they carry an adrenaline pen and, if necessary help them retrieve it. If a staff member or first aider is trained in administering adrenaline and the customer is struggling to self-administer, then offer to assist them.
- Send someone outside to wait for the ambulance while you stay with your customer until help arrives.

IMPORTANT It is not always clear if someone is having an allergic reaction because other serious conditions can have similar symptoms. However, warning signs to look out for is if they are finding it hard to breathe, if their lips or mouth are swollen, or if they collapse.

Dealing with Allergen Information: Your Quick Checklist

1. When someone asks you if a food contains a particular ingredient, always check every time – never guess.
2. If you are selling a food that contains one or more allergenic ingredients, list them on the card, label, chart or menu – and make sure the information is kept up to date and is accurate. Examples of which can be found on the next page.
3. Keep up-to-date ingredients information for any ready-made foods that you use (for example, ready-made sandwich filling). The ingredients are usually on the label or invoice.
4. When you are making food, keep a record of all the ingredients (and what they contain), including cooking oils, dressings, toppings, sauces and garnishes.
5. If you change the ingredients of a food, make sure you update your ingredients information and tell your staff about the change.
6. If someone asks you to make food that does not contain a particular ingredient, don't say yes unless you can be absolutely sure that none of that ingredient will be in the food.
7. If you're making food for someone with an allergy, make sure work surfaces and equipment have been thoroughly cleaned. And wash your hands thoroughly before preparing that food. Control the risks.

Examples of Food Allergen Charts to Keep on File for All Loose Food Being Served

DISHES AND THEIR ALLERGEN CONTENT - [INSERT THE NAME OF YOUR FOOD BUSINESS HERE]

DISHES	 Celery	 Cereals containing gluten	 Crustaceans	 Eggs	 Fish	 Lupin	 Milk	 Mollusc	 Mustard	 Nuts	 Peanuts	 Sesame seeds	 Soya	 Sulphur Dioxide
Tuna Salad [example]	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>					

Review date: _____ Reviewed by: _____



ALLERGENS: CHEF RECIPE CARDS

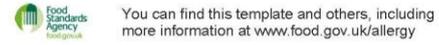
Dish/ingredient:

Date: _____ Chef: _____

 Celery <input type="checkbox"/>	 Cereals containing gluten <input type="checkbox"/>	 Crustaceans <input type="checkbox"/>	 Eggs <input type="checkbox"/>	 Fish <input type="checkbox"/>
 Lupin <input type="checkbox"/>	 Milk <input type="checkbox"/>	 Mollusc <input type="checkbox"/>	 Mustard <input type="checkbox"/>	 Nuts <input type="checkbox"/>
 Peanuts <input type="checkbox"/>	 Sesame seeds <input type="checkbox"/>	 Soya <input type="checkbox"/>	 Sulphur Dioxide <input type="checkbox"/>	TICK THE ALLERGENS WHICH ARE IN THE DISH <input checked="" type="checkbox"/>

Notes:

Reviewed and checked by:



ALLERGENS: CHEF RECIPE CARDS

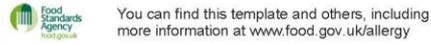
Dish/ingredient:

Date: _____ Chef: _____

 Celery <input type="checkbox"/>	 Cereals containing gluten <input type="checkbox"/>	 Crustaceans <input type="checkbox"/>	 Eggs <input type="checkbox"/>	 Fish <input type="checkbox"/>
 Lupin <input type="checkbox"/>	 Milk <input type="checkbox"/>	 Mollusc <input type="checkbox"/>	 Mustard <input type="checkbox"/>	 Nuts <input type="checkbox"/>
 Peanuts <input type="checkbox"/>	 Sesame seeds <input type="checkbox"/>	 Soya <input type="checkbox"/>	 Sulphur Dioxide <input type="checkbox"/>	TICK THE ALLERGENS WHICH ARE IN THE DISH <input checked="" type="checkbox"/>

Notes:

Reviewed and checked by:



The following pages are an example of a Food Safety Management System and the records you need to keep including material for HACCP and Hazard Assessments to get you started. There are diary refill pages at the back but it is important to note this is just a guide and we strongly advise you to alter these to suit your needs. Also you must remember that legislations, law and standards change regularly so whilst the following information can be used as a guide we would strongly recommend that you get up to date information and independent advice from other sources.

Food Safety Management System

Personal Hygiene and Fitness to Work Safety Points:

- All staff will wash their hands thoroughly before handling and preparing food. Training is provided to ensure this happens
- All staff will wear clean clothes when working and change aprons and gloves worn after working with food e.g. meat and unwashed vegetables
- All members of staff with long hair will tie it back and wear a hat if necessary
- No jewellery or watches will be worn when preparing food. If they are worn they will be covered by gloves or clothing and not be visible
- Staff will not smoke or eat while handling food. They will avoid coughing or sneezing and will wash their hands if they do so.
- Staff will be fit to work and not suffering from any illnesses or disease that could cause a problem with food safety
- If a member of staff has had diarrhoea and/or vomiting they will tell their manager immediately and not return to work within 48 hours of having had no more symptoms.
- All staff member will tell their manager if they have any cuts or sores and they will be covered with a brightly coloured waterproof dressing

All staff members are aware of the importance of the above. A staff training record will be kept to ensure all members of staff have sufficient training and understanding.

Cleaning:

- Disposable cloths are used when possible and thrown away after each use
- Re-useable cloths will be washed thoroughly at a high temperature and disinfected
- All members of staff will wash their hands frequently and especially before or after touching any foods, entering the kitchen, touching bins, cleaning or doing anything that could cause contamination
- Cleaning will be done in two stages, firstly the removal of dirt followed by disinfecting.

Separating Foods:

- All foods will be kept at the correct temperature when being transported and all raw foods and ready-to eat foods are kept separate
- When raw foods are stored in the same fridge as ready-to-eat foods they will always be stored below and covered.
- Raw foods will not be prepared in the same area as other foods and different chopping boards and utensils will be used
- No raw foods will be added to the oven/BBQ where it can drip onto food already cooking

Food Allergies:

- If a customer asks if a dish contains a certain food all the ingredients in the dish will be checked as well as what is used to cook the dish
- A record of the ingredients information of any ready-made food and drinks used to cook or serve will be kept
- Allergen information on all dishes on offer is available

Physical and Chemical Contamination:

- All foods will be kept covered
- Pest control will be effectively dealt with.
- All staff members will clear and clean as they go to reduce any potential contamination and hazards

Maintenance:

- All equipment will be regularly inspected for any damage, cracks and deterioration
- Utensils and chopping boards will be replaced if they become damaged or lose parts

Chilled storage, Freezing and Defrosting:

- No food will be used after its 'used by' date
- All hot food will be chilled down before it is stored
- All frozen food will be put in the freezer as soon as delivered
- All food will be thoroughly defrosted before it is cooked

Cooking:

- Ovens/BBQ's will be preheated before cooking
- If food is being served rare(i.e. beef or lamb) the outside surface of the food will be fully cooked
- Meats will be checked using a temperature probe to make sure they are thoroughly cooked through. This will be done by taking a reading from the thickest part of the meat
- All poultry will be checked to make sure there is no pink or red parts and the juices are running clear
- Any reheated food will be checked to make sure it is steaming hot all the way through and served immediately unless going straight into a hot holding

Suppliers List

An up to date list of all suppliers will be kept to ensure all sources of produce meet the necessary health and safety standards. Below are the names and details of all companies supplying items:

Business Name	Address	Telephone Number	Goods Supplied

Staff Training Record

The below record is signed when a new member of staff has read the above procedures and fully understands all safe methods of dealing with food and working for our company

Staff Name	Address	Telephone Number	Signature

Equipment Logs

All equipment is checked before each use in accordance with the manufactures guidelines to ensure there is no damage or deterioration. Below is a record of these checks being regularly carried out;

Date	Equipment Checked	Worked Carried Out
	Gas hose and connection	
	Regulator and bottle	
	Gas Valve	
	Motor	
	Others	

Annual GAS SAFE Certification Log

A Service is carried out every 12 months by a GAS SAFE certified engineer to ensure all appliances and parts are still in the correct working order. A GAS SAFE Certification is gained and the date of which is recorded below

Date	Service Completed By:	GAS SAFE Certified?

Annual PAT Testing Record

A PAT Test (Portable Appliance Test) will be carried out every 12 months to check all electrical components for safety. Testing will be carried out by a certified PAT tester and a log of this is kept as below

Date	PAT Test Completed By:	PAT Test Passed?

Safe Temperatures and Methods

Below is a record of the safe methods for cooking and storing food that we abide by

Safe Method	What To Do	How To Do It
Cooking and Reheating	All food must be checked that it is thoroughly cooked/ reheated. Proof of how this is done will be noted. The food is safe if it has reached a high enough temperature for a long enough time.	To check the temperature of a food, use a clean probe. Insert the probe so that the tip is in the centre of the food (or the thickest part). Examples of safe time/temperature combinations include: 80°C for at least 6 seconds 75°C for at least 30 seconds 70°C for at least 2 minutes 65°C for at least 10 minutes 60°C for at least 45 minutes
Hot Holding	It is a legal requirement that hot food must be kept above 63°C.	To check that food in hot holding is above 63°C, use a clean probe. Insert the probe so the tip is in the centre of the food (or the thickest part).
Chilling down hot food Chilled storage and Displaying chilled food	It is a legal requirement in England, Wales and Northern Ireland, and recommended in Scotland, that certain chilled foods must be kept at 8°C or below. Sometimes there might be more than one way of chilling down hot food that is suitable for what you are doing. Then you might want to compare different options to find out which is most effective. Compare different chilling options by trying them out with the same food.	To check that food is at 8°C or below, use a clean probe. Insert the probe so that the tip is in the centre of the food (or the thickest part). When you have just cooked the food, test its temperature with a clean probe. Start to chill it using one option and test the temperature again at regular intervals to see how quickly it is dropping. Repeat this with other options to see which is fastest.
Freezing	If you are freezing food you need to make a note of the date (e.g. on a sticker) it was frozen including the day month and year. If you are freezing food with a use by date, to use later, this has to be done before the 'use by' date has passed. You should clearly note the date you froze the food. It is important you are able to show how long the food has been frozen.	Have a system of labels and/or stickers for labelling food clearly so you know how long it has been in the freezer. Re-label food with the date of freezing (the day month and year). It is a good idea to make a note of this in your Diary or in the Extra checks box, so there is a record that can be checked.

Cleaning Schedule

Item	Frequency of Cleaning				Precautions e.g. wear gloves or goggles	Method of Cleaning
	After Use	Daily	Weekly	Other		
Work Surface	X				Wear Gloves	<ol style="list-style-type: none"> 1. Remove any obvious dirt 2. Wash the surface with hot soapy water to remove grease and any other food and dirt 3. Rinse with clean water to remove the detergent and loosened food and dirt 4. Apply a disinfectant 5. Rinse with clean water to remove the disinfectant 6. Leave to dry naturally or use a clean disposable cloth
Fridge			X		Wear Gloves	<ol style="list-style-type: none"> 1. Remove all food and store in a cool place, ideally another fridge or cool box 2. Remove shelves and compartments, wash them in hot soapy water and then disinfect. Allow to dry naturally or use a disposable cloth 3. Replace the shelves and compartments and put the food back in 4. Wash and disinfect the outside including the handles and the door seals

Hazard Assessment

A Hazard Assessment has been taken out for the pitch/stand to make sure we are aware of all potential risks and they reduced when possible

Task	Hazard	Who's at risk?	Risk Level	Precautions (control measures)
Constructing Gazebo (Potential collapse and Fire Hazard)	Heavy metal stand to be built	Staff members assisting with set up, General Public	Medium	All Gazebos will be installed by trained members of staffed and inspected once erect. Sufficient methods will be in place to secure the gazebo to the ground (on hard standing: weighted feet, on soft ground; tie down kits) Gazebos are flame retardant and meet the requirements of BS7837:1996
Setting up hog roast oven and equipment including knives	Sharp objects and heavy machinery	Staff members assisting with set up	Medium	Care taken when lifting and dealing with sharp objects
Cooking	Hot surfaces and food	All staff members	Medium	Oven gloves to be worn by all near the hog roast oven
Serving food	Hygiene of servers and food contamination	All staff members	Medium	Gloves to be worn by all members of staff on site. At least one member of staff present to have a valid food hygiene certificate.
Disposal of waste	Hygiene and food contamination	Staff members	Low	All waste will be disposed of as it is produced and regularly throughout the event. Anyone touching waste will wash their hands immediately after
Gas bottle	Heavy bottle and flammable	Staff members assisting with set up, General Public	Medium/ High	All gas bottles will be stored securely and safely at the recommended distance away from any ovens/naked flames. A no smoking policy will be in place on site for all members of staff. The general public will not have access to the storage area.

Week commencing: _____

Monday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Friday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Tuesday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Saturday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Wednesday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Sunday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Thursday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Extra checks
We have performed the following extra checks this week

Name _____ Signed _____

Week commencing: _____

Monday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Friday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Tuesday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Saturday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Wednesday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Sunday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Thursday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Extra checks
We have performed the following extra checks this week

Name _____ Signed _____

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Sunday
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Opening checks Closing checks

Name _____ Signed _____

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Thursday
Any problems or changes – what did you do?

Opening checks Closing checks

Name _____ Signed _____

Our safe methods were followed and effectively supervised today.

Extra checks
We have performed the following extra checks this week

Name _____ Signed _____



Tasty Trotter Ltd. UK
Bridge Street
Clay Cross
Derbyshire
S45 9NU
Tel: +44(0)1246 866800
Email: info@tastytrotter.com
Website: www.tastytrotter.com