International Bible Training Institute
Impact the nations with your vocation

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General statement of Food Preparation and Food Hygiene Policy for the IBTI

The following policy was agreed by the **IBTI Trustees** at a meeting held on 19th April 2018

This policy will be reviewed **annually** to monitor the progress which has been achieved. Our policy is to fulfil our obligation under the legal requirements of :-

The Food Hygiene (England) Regulations 2006 (as amended)

We are committed to ensuring, so far as is reasonably practicable, the health, safety and welfare of all College's voluntary workers ('Voluntary workers' includes all long and short terms volunteers of the College), students, and any other persons who may work on, visit, or use its premises, or who may be affected by its activities or services. We have in place 'Food Handling and Food Hygiene Procedures' and will keep up-to-date records relating to our procedures.

We will make sure that any member of staff who handles food is supervised and instructed and/or trained in food hygiene in a way that is appropriate for the work they do. Records will be kept of any training that our staff receive.
All products that we buy will be stored, processed and handled safely and we will keep written records of all the suppliers that provide us with food or any food ingredients.
We will prevent any food from becoming contaminated that is transported, perhaps from our own apartments, from the gardens or from the cash-and-carry to the IBTI kitchens.
Good food hygiene is essential to make sure that the food we serve is safe to eat. We have in place an effective cleaning program for hands, equipment and surfaces, to stop bacteria from spreading onto food. - See 'Food Handling and Food Hygiene Procedures' for more details.

We will use cleaning products that are suitable for the job, and will follow the manufacturer's instructions. We have in place a strict regime for - food waste - thorough cooking - keeping cooked food hot – chilling food - cross-contamination - raw food - ready-to-eat food. - See 'Food Handling and Food Hygiene Procedures' for more details

To keep food safe, it is essential for us, our staff and volunteers to have high standards of personal hygiene. A copy of this statement is to be displayed in the college and a copy sent to each of the Trustees.

Our IBTI Food Preparation and Food Hygiene Co-ordinator (Cook) is :-
Name – Veronica Pace
Email Address – veronicapace@hotmail.com

Signed : IBTI College Director. (signed in the original) Date 19th April "2018
Signed : IBTI Trustee for H&S. (signed in the original) Date 19th April "2018
Signed : IBTI Health & Safety Officer. (signed in the original) Date 19th April "2018

Next review date: 17 March 2019