

# Is food a part of your business?



HIGH RISK

Food Control Plan

LOW RISK

No Plan or Programme

MEDIUM RISK

National Programme

FIND YOUR WAY THROUGH THE FOOD ACT – [WWW.MPI.GOV.TZ/FOODACT](http://WWW.MPI.GOV.TZ/FOODACT)

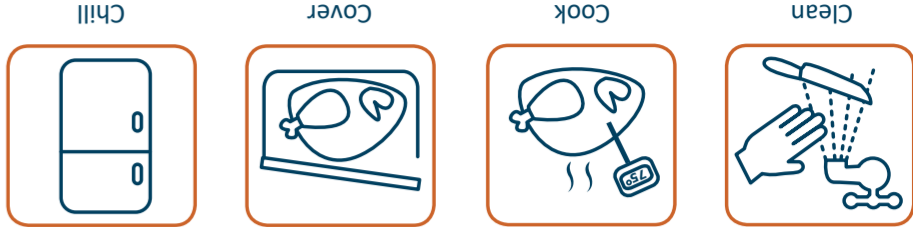


# Find your way through the Food Act 2014



**New Zealand Food Safety**  
Ministry for Primary Industries  
Manatū Ahu Matua

## Whakamaru Kai Be Food Safe



[www.mpi.govt.nz/foodact](http://www.mpi.govt.nz/foodact)

## No Plan or Programme

LOW RISK

These are food activities that are: very low risk; don't happen often or cater to only a small number of people; don't need a Food Control Plan or a National Programme; and don't need to register under the Food Act.

However, you still have to comply with food safety laws and make sure your food is safe and suitable to eat. You can find food safety guidance on [foodsafety.govt.nz/](http://foodsafety.govt.nz/)

Activities that don't need to register include fundraising activities like sausage sizzles, sharing food with others at sports clubs, social clubs or marae, or selling home-grown vegetables at your farm gate. It also includes some B&Bs, home-based childcare providers, and fishing boats feeding their crew. To find out if you have to

register or not, use the My Food Rules tool - [foodsafety.govt.nz/myfoodrules](http://foodsafety.govt.nz/myfoodrules).

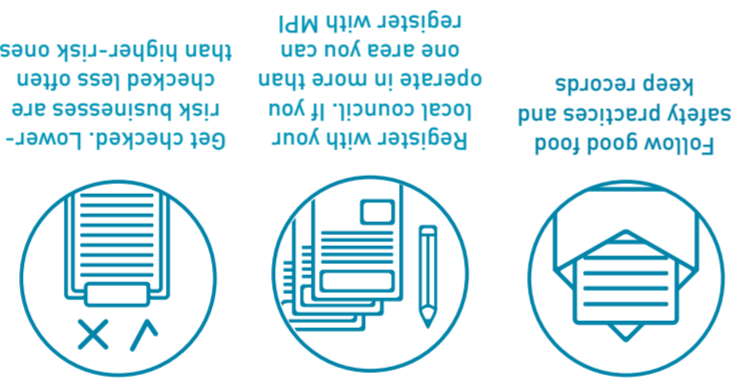
## National Programme

MEDIUM RISK

Medium and lower-risk businesses follow a National Programme (NP). This applies to many different businesses that sell food. This includes fruit and vegetable growers, manufacturers of lower-risk foods, brewers, kindergartens and kohanga reo, and shops like dairies that sell pre-packaged food.

This means that you don't need a written plan, but must register your business, meet food safety standards, keep some records, and get checked

There are 3 levels of NPs, which are based on the food safety risk involved in your business. Level 1 is the lowest risk. For guidance about what you need to do and what records to keep visit [www.mpi.govt.nz/national-programmes](http://www.mpi.govt.nz/national-programmes).



## Food Control Plans

HIGH RISK

Higher-risk food businesses, like those who cook meals or make ready-to-eat products, must use a written plan to keep food safe. This is called a Food Control Plan. The plan helps you manage risks to food safety on a day-to-day basis, and makes it easy to keep a record of what you do.

You can find these plans on [www.mpi.govt.nz/food-control-plans](http://www.mpi.govt.nz/food-control-plans).

## TEMPLATE FOOD CONTROL PLAN

Food service businesses (like restaurants, cafes and caterers), retailers (like butchers, fishmongers, supermarkets and delis), cheesemakers, and winemakers, don't need to write a plan from scratch. New Zealand Food Safety has created a template to make creating your plan easy. If you make and serve food as part of a service – at a school, hospital or rest home for example – you can also use one of these plans.



## CUSTOM FOOD CONTROL PLAN

Those who use unique processes, like manufacturers of higher-risk products, need to have a Custom Food Control Plan (FCP). These plans are highly flexible, and let you manage food safety in a way that suits your business. New Zealand Food Safety also provides My Food Plan, a Custom FCP which is available only through My Food Rules. My Food Plan has already been evaluated, which saves you time and money.



## Importing Food

If you are importing food, you must either register with MPI or use a registered agent. Importers who also sell food in New Zealand will also need a Food Control Plan or National Programme, depending on what they sell.

For more information visit [foodsafety.govt.nz/foodact](http://foodsafety.govt.nz/foodact).

Visit [foodsafety.govt.nz/foodact](http://foodsafety.govt.nz/foodact). If you have any queries, contact New Zealand Food Safety or your local council.  
New Zealand Food Safety: [foodactinfo@mpi.govt.nz](mailto:foodactinfo@mpi.govt.nz) 0800 00 83 33  
Find your local council: [www.lgcnz.co.nz](http://www.lgcnz.co.nz)

## What do I need to do to start a food business?

1. When researching your business, make sure you think about food safety.
2. Check how the rules apply to you by using the My Food Rules tool. This will tell you if you need to register your business, who with (and under which legislation), and how to do it.
3. Read through the step-by-step guides on the [foodsafety.govt.nz/foodact](http://foodsafety.govt.nz/foodact), and think about what you need to do. Ask: can I do this myself? Do I understand everything I have to do?
4. If you need help, contact your local council for advice. If you are registering with MPI, then contact New Zealand Food Safety.
5. Identify what you need to have in place before you start operating – e.g. procedures to keep food safe, record keeping processes, written plans. Create or complete the relevant documents.
6. Register with your local council or New Zealand Food Safety. Once you've done this, you can start selling food!
7. Make sure you follow good food safety practices and keep records. (Regular checks and record keeping will help you see if anything goes wrong.)
8. You'll be checked by your council or food safety verifier. They'll check you're doing everything you need to keep food safe. Those who manage food safety well will be checked less often.