



FOOD HYGIENE RATING SCHEME – REVISITS PROCEDURE

Introduction:

Pendle Borough Council is participating in the National Scheme in partnership with the Food Standards Agency. The scheme provides consumers with information about hygiene standards in food businesses which supply food directly to consumers for consumption either on or off the premises. The purpose of the scheme is to help consumers make informed choices about the places where they eat out and from which they purchase food. This will also encourage food businesses to improve hygiene standards.

Food businesses covered by the scope of the scheme will be inspected by the Council's Food Safety Officers, and a food hygiene rating will be allocated. Pendle Borough Council will notify the food business of the rating within 14 days of the inspection. If no appeal is entered within a 14 day period following notification, the rating allocated will be submitted for publication on the National Food Hygiene Rating Scheme website at:

<http://ratings.food.gov.uk>

Requesting a revisit:

Following inspection, should a food business operator take action to rectify non-compliances identified, a request may be made for a further visit to re-rate the business. This request can be made at any time, using the 'Request for a revisit' form below, this should be submitted to:

Housing, Health & Engineering Services

Town Hall Market Street

Nelson BB9 7LG

Revisit procedure:

A revisit will not generally take place until at least 3 months from the initial inspection has elapsed. Revisits will be unannounced and will take place within 3 months from the end of the initial 3 month period.

Only one requested revisit will take place, other than in duly justified exceptional circumstances. If the case made by the food business operator is not substantiated, the council can refuse to undertake the revisit. At the time of any revisit, the officer will check that the required improvements have been made and will also assess the overall level of compliance. This means that the rating could go up, down or remain the same if deemed appropriate.

Should you require further information on the National food Hygiene Rating Scheme, please contact the Council's Food Safety Service or visit the Food Standards Agency website at www.food.gov.uk.

Additional information:

Information is also available on the following aspects of the scheme:

- Submitting an appeal
- Using the "Right to Reply"
- Advice on which food businesses are included, excluded and exempted
- Advice on the ratings

FOOD HYGIENE RATING

Food Hygiene Rating Scheme Request for a re-visit

Notes for businesses

- As the food business operator of the establishment you have a right to request a re-visit for the purposes of re-rating if you have taken action to rectify the non-compliances identified at the time of inspection.
- You can make one request for a re-visit per each planned statutory inspection by the local authority and you can make this at any time after the statutory inspection provided that you have made the required improvements.
- You must provide details of the improvements made with your request, including supporting evidence where appropriate.
- If the local authority considers that you have provided sufficient evidence that the required improvements have been made, and provided that a three month 'stand still' period has passed since the statutory inspection, the local authority will make an unannounced visit. This will take place within three months of the end of the three month 'stand still' period or within three months of the request if this made after the 'stand still' period (if you were only required to make permanent structural improvements or repairs or to upgrade equipment, the local authority can choose to carry out the requested re-visit sooner than this).
- The local authority officer will give you a 'new' food hygiene rating based on the level of compliance that is found at the time of the re-visit - you should be aware that your rating could go up, down or remain the same.
- To make a request for a revisit, please use the form below and return it to the food safety officer from your local authority – contact details are provided with the written notification of your food hygiene rating.

Food business operator/proprietor			
Business name			
Business addresses			
Business tel no		Business email	
Date of inspection		Food hygiene rating given	

Please describe the remedial action you have taken with reference to the issues identified in the inspection letter/report provided to you by your local authority with your score:

Compliance with food hygiene and safety procedures	
Compliance with structural requirements	
Confidence in management/control procedures	

Please provide any other supplementary evidence (e.g. photographs, invoices, copies of relevant HACCP documentation etc.).

--

Signed			
Name in capitals			
Position		Date	