

DRINKING WATER CARRIERS

All drinking water carriers are required to obtain a food business licence and comply with the Australian Food Standards Code. Council is required to monitor the standard of operations of all types of food businesses including drinking water carriers to ensure the drinking water for sale is safe and suitable for human consumption. Compliance with the Food Standards Code and the Food Act will assist you in providing safe drinking water for your customers. To obtain a food business licence you will need to submit a complete application with the required fee to Council. The enclosed information will assist you in ensuring your application is complete.

Did you know? Council provides a Non-Residential Property Information Report (PS2) and inspection service. What does the report include? The report will advise you if the business you are about to take over holds a current licence and if there are any outstanding compliance issues and more. For further information please contact Council on phone (07) 3412 3412.

[Step 1 - Food Business Licence Application](#)

All water carrier food business licence applications require:

1. Confirmation that your water carrier vehicle compiles with the standards required on the attached information fact sheet and check list. If your tanker does not meet these standards then a food business licence - water carrier will not be obtainable.
2. Obtain written confirmation that the delivery hoses comply with relevant Australian Standards, such as *AS 2070-1999 (Plastic materials for food contact use)* or relevant international standard - contact the manufacturer/supplier of the hoses.
3. Obtain written confirmation that the lining materials used within containers and fittings comply with Australian Standard 4020-2005 (Testing of products for use in contact with drinking water) - contact the manufacturer/supplier of the tanker.
4. Contact a certified laboratory and undertake laboratory testing to confirm the tanker is properly sanitised before use for potable (drinking water). Refer to the "Analysts" section of the Yellow Pages (page A-K 149).
5. Confirm the source of drinking water and confirm that it is potable and meets the drinking water standards.
6. Once, you have completed the above then you may complete and submit the application form, self assessment checklist, laboratory certificate, written evidence of compliance for the hoses and tanker linings, and prepare a basic plan of the tanker showing all the items required (signage, valves etc)
7. Completed food business licence application form.
8. A basic plan of the tanker showing all the items required (signage, valves etc).
9. Evidence of Food Safety Supervisor training - refer enclosed fact sheet.
10. Complete and pass the Water Carrier Operator's assessment quiz - refer enclosed question sheet.
11. Applications must be lodged with the identified fee -refer to the application form.

Applications can be submitted (with the relevant fee) in person at Council or by surface mail.

For further information please contact Council on phone (07) 3412 3412 or visit Logan City Council's website:

www.logan.qld.gov.au

This fact sheet is designed as a guidance tool only. Water carriers delivering drinking water must apply for a Mobile Food Licence to comply with the *Food Act 2006*.

Guidelines

- Vehicle must not be used for any other purpose than domestic water distribution.
- Carriers are required to be available for inspection by a Council officer at any time.
- Carriers may only source treated drinking water from an approved potable water source, eg Council standpipe.
- Adequate measures must be taken to prevent contamination of the source of supply, distribution tank and container into which the water is being transferred.
- Water carriers are required to be licensed with only one Council, even if they are delivering water to multiple council areas.

Duty of carriers

- Carriers must notify the Council of the district in which the business is registered, prior to undertaking the bulk cartage of drinking water.
- The operator of the vehicle must be trained and be proficient in its operation.
- Carriers must ensure that all persons involved in the bulk cartage of potable water are adequately trained.

Signage on tanks

The following information must be prominently displayed in signage:

- Trading name and phone number – not less than 75mm in height each
- The licence number and tanker approval number – not less than 100mm in height each
- Sign - “DRINKING WATER ONLY” – not less than 150mm in height
- Mobile food vehicle licence number.

Hoses, pumps, fittings and water tank inner lining

- Pump and related fittings (including hoses and pipes) are to be used only for drawing water for human consumption.
- Delivery hoses must comply with relevant Australian Standards, such as 2070–1999 (Plastic materials for food contact use) or relevant international standard.
- Hoses, fittings, pump and water tank must be kept leak-free in a clean and well-maintained condition externally and internally at all times.
- Suitable storage areas for fittings and hoses must be provided on the tanker to prevent contamination; the delivery fittings attached to the delivery pump must be adequately capped and protected to prevent contamination of couplings and fittings.
- Lining materials used within containers and fittings must comply with Australian Standard 4020-2005 (Testing of products for use in contact with drinking water).
- Inner tank must be rust-free. If rust proofing is required, an approved rust-proof treatment suitable for drinking water must be used and applied in accordance with the manufacturer's instructions
- Internal coating of mild steel for water distribution tanks must not be carried out until all welding has been completed and the interior surfaces of the tank have been thoroughly de-scaled and cleaned.
- Queensland Water Resources Commission Technical Bulletin (TB19/1992) states that “coal tar-based products” are not recommended as internal coatings or linings for drinking water storages. Organic chemicals, leaching from these products, act as a food source for bacteria, consequently promoting bacterial regrowth.

For more information, contact your local Council

Back flow prevention

Vehicles must be fitted with backflow prevention systems in accordance with Australian Standard 3500-2003 (Plumbing and drainage set). Back flow devices on tanks used solely for the bulk cartage of drinking water must conform to the medium hazard rating of Australian Standard/New Zealand Standard 3500.1-2003 (Plumbing and drainage - water services). The vessel must also display a back flow approval sticker from Council on the rear driver's side of the vessel.

Sanitising of tank, fittings and hoses

Cleaning and sanitising, with a solution of 35ml of sodium hypochlorite (12.5% available chlorine) per 1000L of water, must be done on a regular basis. This dose rate must give a free residual chlorine level of not less than 1 part per million (ppm) after 30 minutes contact time. The solution must then be disposed of in an approved manner, and the tanks, hoses and fittings flushed with clean water.

Log books

Details required in a log book include:

- place where water is obtained, the amount drawn and the metered standpipe readings
- place and date where water is delivered and the amount at each location
- printed name and signature of driver for each delivery
- any treatment carried out to the tanker
- any rejection of water.

General information

If applying for a Mobile Food Licence, for the first time as a water carrier, other approvals may include:

- access to Council standpipes
- Local Law permits if applicable
- debtors account with Council

Complaints regarding water quality from Council standpipes

To reduce the likelihood of complaints about contaminated water, the operator is encouraged to check the quality of water they collect from a Council-approved water source. If at any stage, the operator believes Council's water supply from the standpipes is contaminated, Council must be contacted immediately. The resident is also encouraged to check water quality (eg smell, taste, odour) prior to the water being discharged to their rainwater tank.

The majority of problems appear to occur when high organic content has built up in a customer's rainwater tank and this organic matter, algae and sludge have reacted with the delivered treated chlorinated supply, causing an unpleasant taste and odour problems.

Certain by-products can be produced or stirred up from the sludge and algae on the bottom and sides of the tank when chlorinated water is added to the tank. These by-products can include iodine, chlorine, ammonia, hydrogen sulphide (rotten egg gas) etc. Tanks that are underground, partly submerged or covered in vegetation are more susceptible to this reaction.

This checklist is designed to be completed in conjunction with the conditions of your Food Business Licence, *Food Act 2006*, *Water Act 2000* or any other relevant legislation.

Mobile premises - water carrier

Checklist for operators

This checklist is designed as a guidance tool to ensure food premises operators are prepared for an inspection by a Council Officer. These requirements are based on the Food Safety Standard 3.2.2 (Food safety practices and general requirements) and Food Safety Standard 3.2.3 (Food premises and equipment). It does not limit your legal responsibilities and obligations under the *Food Act 2006*.

Licence	✓
The licence or a copy of the licence is displayed within/on the vehicle.	
Identification	✓
The wording, "DRINKING WATER ONLY", is printed on each side of the vehicle at not less than 150mm in height.	
Exterior surfaces of vehicle/trailer	✓
Paintwork is in good order.	
Vehicle/trailer is kept in clean condition	
Tanker fittings and equipment	✓
Tanker fittings and equipment are structurally sound and in good order.	
Tanker fittings and equipment are appropriate to prevent contamination during loading, travelling and delivery.	
A backflow system is installed.	
Tank interior	✓
The internal coating/lining is suitable for drinking water and applied in accordance with manufacturer's instructions.	
The interior is in a clean and hygienic condition.	
The interior is free from rust and foreign matter.	
Delivery hoses and pipes	✓
The distribution pipes are capped when not in use to prevent contamination.	
The interior surfaces of the hoses are structurally sound.	
The interior surfaces of the hoses are regularly cleaned and sanitised to prevent a build-up of slime.	
Log books	✓
Log books are carried in each water tanker detailing: <ul style="list-style-type: none"> • place where water is obtained, the amount drawn and the metered stand pipe readings • place and date where water is delivered and the amount at each location • printed name and signature of the driver for each delivery • any treatment carried out to the tanker • any rejection of water. 	

Your name: _____ Date: _____

For more information, contact your local Council

Water carriers

Operator knowledge assessment – question sheet

Food business name	
Your name	
Position	
Date	

The following questions are designed to allow Council to ascertain your knowledge in food hygiene matters and your suitability to run a food business. The questions are based on the requirements of the *Food Act 2006* and Food Safety Standards, and are the types of things a Council Officer will be assessing when conducting routine audits of your business.

This assessment is to be completed by the person who is responsible for the day-to-day operations of the food business. This completed assessment is to be retained on-site and presented to the inspecting Council officer upon request.

Questions	
1.	The Food Licence (Mobile) of a water carrier must be displayed in a prominent position at all times. a) True b) False
2.	“DRINKING WATER ONLY” must be printed, not less than 150mm in height, on a licensed water tank. a) True b) False
3.	A licensed water carrier may carry multiple types of liquids in the water tank. a) True b) False
4.	The delivery fittings, attached to the delivery pump of a water tanker, must be adequately stored and capped to prevent contamination during loading, travelling and delivery. a) True b) False
5.	As long as a water carrier handles water deliveries responsibly, no backflow prevention devices are required. a) True b) False
6.	Water carriers must access treated drinking water from approved potable water sources only. a) True b) False
7.	A log book must be kept to record the date of all water deliveries, collection point of water, delivery point of all water sales, driver’s name and signature for each water delivery, and any rejections of water deliveries. a) True b) False
8.	Water carriers must be issued a licence from every Council that they deliver water to. a) True b) False

If you have any issues you wish to discuss further, list them below and a Council officer will discuss them with you during an inspection visit.

For more information, contact your local Council



Food safety supervisors

Do I need a food safety supervisor?

Under the *Food Act 2006* (the Act), all licensable food businesses in Queensland must have a food safety supervisor. If a food business does not require a licence, it does not require a food safety supervisor. This includes the majority of non-profit organisations and other food businesses only selling packaged food, or low risk foods such as soft drinks or not potentially hazardous biscuits or cakes. The local government for the area where a food business is located can provide guidance on licensing requirements.

What is a food safety supervisor?

A food safety supervisor takes a lead role in supervising food safety in a food business. A food safety supervisor must be 'reasonably available' at all times the business is operating and:

- (a) know how to recognise, prevent and alleviate food safety hazards of the food business;
- (b) have skills and knowledge in matters relating to food safety relevant to the food business; and
- (c) have the authority to supervise and give directions about matters relating to food safety to persons who handle food in the food business.

Why is a food safety supervisor important?

A food safety supervisor adds an on-site level of protection for day-to-day food safety, as they are required to have experience and expertise relevant to the licensable food business and be able to supervise and give directions about food safety to persons in the food business. Additionally, the presence of a food safety supervisor at the food business is an important point of contact for both the local government and persons who handle food in the food business.

Who can be a food safety supervisor?

A food safety supervisor must meet the requirements detailed in *What is a food safety supervisor?* above. The person must know about food safety hazards, have skills and knowledge relating to food safety, have authority to give directions in the food business and be reasonably available for food handlers and the local government. Anyone who meets those requirements may be a food safety supervisor, including the business owner, the licensee, a manager, an employee or an external contractor.

Does a food safety supervisor need training?

It is recommended that a person successfully completes training to demonstrate satisfaction of the requirements of a food safety supervisor (specifically points (a) and (b) under *What is a food safety supervisor?* above). A person who has a Statement of Attainment issued by a Registered Training Organisation (RTO) for the national competencies identified in Table 1 is likely to satisfy those points.

A Statement of Attainment from an RTO may be issued to a person following successful completion of a training course, or successful demonstration to the RTO that the person has existing skills, experience or training to meet the national competencies.

If a person has previously completed a national competency shown in Table 1, there is currently no requirement to renew the training after a set period of time.

Table 1 - Recommended competency standards for food safety supervisors

Food sector	National competency code	Competency title
Food processing	FDFFS2001A (or FDFCORFSY2A)	Implement the food safety program and procedures
Retail & hospitality	SITXOHS002A and	Follow workplace hygiene procedures
	SITXFSA001A	Implement food safety procedures
	or SIRRFSA001A	Apply retail food safety practices
Health & community services	HLTFS207B	Follow basic food safety practice
	HLTFS309B	Oversee the day-to-day implementation of food safety in the workplace
	HLTFS310B	Apply and monitor food safety requirements
Transport & distribution	SITXOHS002A	Follow workplace hygiene procedures
	SITXFSA001A	Implement food safety procedures

Note: Competency codes and titles are set by the National Quality Council and may change from time to time. If your food safety supervisor has a different competency code to those shown above, but the same competency title, contact your local government for advice.

How do I determine the food sector for my food business?

When determining the food sector for a food business, consideration should be given to the predominant activity of the food business.

- *Food processing* includes food businesses that manufacture food (as defined in the Act)
- *Retail & hospitality* includes food businesses that prepare and sell food by retail
- *Health & community services* includes food businesses that prepare or sell food for consumption by vulnerable persons
- *Transport & distribution* includes food businesses that do not prepare food, but handle food by storing food in warehouses or transporting food

Examples of the types of food businesses in each food sector are shown in Table 2.

Table 2 – Examples of food businesses for each food sector

Food processing	Retail & hospitality	Health & community services	Transport & distribution
Airline caterers	Caterers for private functions	Catering for hospitals, nursing homes	Bulk food distribution
Wholesale bakers	Convenience stores	Childcare centres	Water carriers
Breweries	Delicatessens	Hospitals	Warehouses
Canneries	Grocers	Hostels	
Flour mills	Hotels	Meals on Wheels	
Ice manufacturers	Retail markets & stalls	Nursing homes	
Packers	Restaurants		
Pre-prepared meals	Supermarkets		
Wine production	Takeaways & cafés		

Where can I do the recommended training?

The recommended training for food safety supervisors is conducted by Registered Training Organisations (RTOs). An RTO may be a TAFE college, adult and community education provider, private provider, community organisation, school, higher education institution, industry body or other organisation meeting the relevant registration requirements. Training may be completed face-to-face or online.

To find an RTO:

- Visit www.training.gov.au, scroll down to 'quick search', under 'nationally recognised training' enter the recommended competency code. In the search results, click on the code and then click on 'Find RTOs approved to deliver this unit', or
- Perform an internet search using keywords 'food safety supervisor training', or enter the recommended competency code. You may wish to include your geographical location or 'online' depending on your preferred delivery method.

Food business licensees are encouraged to confirm that their chosen training provider is a current RTO and will provide a Statement of Attainment on successful completion of the recommended competencies.

Is my previous training or work experience sufficient?

Previous training/qualification

A person with a tertiary or trade qualification that included food safety and hygiene subjects could be considered to meet the requirements for a food safety supervisor. Evidence of the subjects completed and the content of the subjects may be required. The person or the food business licensee should contact their local government for further information.

Recognition of prior learning

RTOs approved to deliver the recommended competencies can conduct a Recognition of Prior Learning (RPL) assessment. The RTO will assess any previous formal or informal training or education, along with any relevant work or general life experience to determine if a person meets the required outcomes of the competencies. The RTO may issue a Statement of Attainment for the specified competencies, or provide a partial credit advising of any gap training required to obtain the recommended competencies.

Substantial work experience

A person with substantial experience in the food industry who has acquired extensive skills and knowledge in matters relating to food safety and knows how to recognise, prevent and alleviate food safety hazards may not need to complete the recommended competencies. If concerned, the person or the food business licensee should contact their local government to discuss their situation.

What does 'reasonably available' mean?

The Act requires a food safety supervisor to be 'reasonably available' at all times that the food business is operating. A food safety supervisor should be located on the premises or should be able to be contacted by the local government or food handlers whenever food handling is being undertaken. There is no specific requirement to have one food safety supervisor for every store location, but a food safety supervisor must be reasonably available for each store.

If the food safety supervisor is absent (such as on leave), there should be a documented mechanism (written procedures) to ensure directions about matters relating to food safety are available to persons who handle food. For example, written guidance for temperature control measures for deliveries and cold storage.

A food safety supervisor is not required to be available when the business is operating but no food handling is being undertaken. For example, a sporting club kitchen closes at 9pm but the club remains open until 11pm for entertainment activities. A food safety supervisor is not required for the period after 9pm even though the business is open.

Further information about whether a food safety supervisor is reasonably available is able to be provided by the local government.

How do I nominate my food safety supervisor?

A food business licensee must notify the local government that issues their licence of the name and contact details of their food safety supervisor.

A licensee for a new food business must notify the local government of the food safety supervisor's details within 30 days of the issue of their licence.

A licensee for an existing food business must, within 14 days, notify the local government:

- of a change in a food safety supervisor's contact details
- if a person stops being a food safety supervisor
- of the name and contact details of a new food safety supervisor

Each local government has their own form or process for receiving notifications of food safety supervisors. A food business licensee should contact their local government for further information.

Are other persons in the food business responsible for food safety?

The Act places obligations on food business licensees and food handlers in relation to the safe handling of food. Additionally, the food safety standards in chapter 3 of the Australia New Zealand Food Standards Code (the Code) (available at www.foodstandards.gov.au/foodstandards/foodstandardscode.cfm) set out health and hygiene requirements for food businesses and food handlers.

Clause 3 of food safety standard 3.2.2 of the Code requires a food business to ensure that all persons undertaking or supervising food handling have skills and knowledge in food safety and food hygiene matters commensurate with their work activities. For example, a chef that prepares and processes food will need high level skills and knowledge in food safety and food hygiene; however a waiter or shop assistant that only handles packaged or ready-to-eat food may require a lower level of skills and knowledge.

The skills and knowledge requirement is in addition to the requirement for a food business to have a food safety supervisor.

Some local governments offer basic food handler training, or sponsor an online training course for food handlers, designed for all employees of a food business. This type of training does not usually provide the detailed knowledge required of a food safety supervisor, but may assist a licensee in complying with the requirement for all staff to have skills and knowledge appropriate to their work activities. A food business licensee should contact their local government for further information on any training offered.

For further information

If you have any questions relating to food safety supervisor requirements for your food business, training for food safety supervisors, or training for food handlers, contact the local government for the area where your food business is located. Contact details can be found in the White Pages or at www.dlqp.qld.gov.au/local-government-directory/.

Queensland Health has a variety of fact sheets with detailed information on food safety. Fact sheets can be accessed from the Queensland Health website at www.health.qld.gov.au/foodsafety.

