

Food Business Minor Re-Grade Assessment Application

2021/22 Financial Year

Eat Safe Logan

Use this form after you have corrected minor non-compliances and/or food management practices. You may not make further claims once this form has been submitted.

Note that this form must be submitted within 10 business days of the inspection.

Incomplete forms will not be accepted.

Section 1 - Applicant Details (food business licence details)

Applicant's name:
Individual's full name or company name

Contact person's name:

Postal Address:

Postcode:

Food Business Address:

Postcode:

Food Licence Number: PH/FSDM/

Food Business Trading Name:

Date of Eat Safe inspection: Original star rating given:

Email Address:

Council's preferred method of contact is email.

Business Telephone Number: Mobile Phone Number:

PRIVACY COLLECTION NOTICE: Council collects personal information to be able to provide services and information in accordance with the Food Act 2006. It may be used to update records, contact you about Council business and can only be accessed by Councillors, Employees and Authorised Contractors. All information is handled in accordance with Council's Privacy Policy and Procedure. Visit: logan.qld.gov.au/privacy

Once the formal review process has completed, paperwork containing the new rating (if applicable) will be mailed out to the applicant.

This form can **only** be used for up to 3 minor non-compliances. For more than 3 minor non-compliances, use the major re-grade assessment application form.

Minor non-compliances that can be assessed include:

Administrative (e.g. licence not displayed, current Food Safety Supervisor not notified);

Minor Maintenance (e.g. cracked refrigerator seal, hairline crack in a wall tile);

Minor Cleaning (e.g. small number of dead insects in light cover).

Please contact an Environmental Health & Immunisation Administration Team on 3412 3412 to discuss your business' non-compliances if you are unsure whether you would require a minor or major re-grade assessment.

Section 2 – Non-Compliance Details

Please describe the non-compliances you were required to rectify:

No	Minor Non-Compliance	Section 'A' criteria reference	Briefly describe what action has been taken to rectify the non-compliance	Date Item Fixed
<i>Example</i>	<i>Split refrigerator seal on middle door of sandwich unit</i>	<i>Maintenance - Section A37</i>	<i>Fridge seal replaced within 48 hours of inspection (see receipt attached)</i>	<i>1/11/2011</i>
1				
2				
3				

Section 3 - Good Management Practices Details

Please describe the additional/new Good Management Practices you have implemented:

No.	Good Management Practice Recommended to Improve	Efforts made to improvement GMPs	Evidence Attached?	Date Item Fixed
<i>Example</i>	<i>B6 - In the previous inspection we didn't have training records or any evidence of food handler training.</i>	<i>All food handlers are now required to undertake 'I'm Alert' training as part of their induction and also as refresher training every 12 months. A copy of the current year's training records are attached.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<i>3/07/2012</i>
1			<input type="checkbox"/> Yes <input type="checkbox"/> No	
2			<input type="checkbox"/> Yes <input type="checkbox"/> No	
3			<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 4 – Supporting Documentation

Provide details to support your position and explain how it relates to the inspection.
Attach documents separately where necessary

Section 5 – Licensee Authorisation

As the applicant, I apply for a minor regrade assessment to be conducted on the Eat Safe Logan inspection results.

I am aware that it is an offence to knowingly provide false and misleading information and declare:

Certification	Applicant 1	Applicant 2
I have read and understood the Eat Safe Logan Review and Re-grade Policy.	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
That I am authorised to sign on behalf of the person (meaning a corporation or individual/s) and commit this person (meaning a corporation or individual/s) in all respects.	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
That the information supplied is correct to the best of my knowledge or that I could reasonably obtain.	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
I am aware that it is an offence to knowingly provide false and misleading information	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
I understand that failure to provide sufficient information may result in the application being refused.	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the <i>Right to Information Act 2009</i> and the <i>Evidence Act 1977</i> .	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
I consent to receive food licensing correspondence including letters, inspection reports, and legal notices by email.	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

Section 6 – Applicant declaration




Applicant 1	Applicant 2
Name/s in full <input type="text"/>	Name/s in full <input type="text"/>
Applicant signature <input type="text"/>	Applicant signature <input type="text"/>
Date <input type="text"/>	Date <input type="text"/>
Position <input type="text"/>	Position <input type="text"/>

Section 7 – Fees (Not subject to GST)

The application form cannot be processed until fees are paid in full.

Application type	Fee
Eat Safe Logan Minor Re-Grade Assessment	\$225.00

Payment options

	Paying by mail	Make your cheque or money order payable to Logan City Council. Complete the application form and return it to Council.
	Paying by phone	Call Logan City Council on 07 3412 3412 to pay with Mastercard or Visa. Ensure you also return the signed application form to Council
	Paying in person	Cash, cheque, money order, EFTPOS, Mastercard or Visa. Ensure you also return the signed application form to Council.
	Customer service centre locations	Council Administration Centre 150 Wembley Road, Logan Central Beenleigh - 105 George Street, Beenleigh Jimboomba - 18-22 Honora Street, Jimboomba

Phone: 07 3412 3412
 Email: council@logan.qld.gov.au