

1.27 Pre Packaged for Direct Sale Policy

Scope

Pre Packed for Direct Sale (PPDS)

Provision of food information to consumers(Regulation (EU) No. 1169/2011) and Food Information Regulations 2014 (SI 2014/1855) as amended and corresponding Regulations in Wales, and Northern Ireland.

'Prepacked food' means any single item for presentation as such to the final consumer and to mass caterers, consisting of a food and the packaging into which it was put before being offered for sale, whether such packaging encloses the food completely or only partially, but in any event in such a way that the contents cannot be altered without opening or changing the packaging; 'prepacked food'

This policy is in place to demonstrate the need for effective allergen disclosure for pre packaged foods, a pre packaged food is any food item that is in an enclosed/partially enclosed container, produced in or transported from businesses catered for by Dolce Catering (Dolce Ltd) and offered for direct sale.

The aim of the policy is to ensure as far as is reasonably practicable, the safety of customers fo Dolce Ltd

As of the 1st October 2021 (Regulation (EU) No. 1169/2011) and Food Information Regulations 2014 (SI 2014/1855) is in practice.

Caterers and food businesses are now required by law to be able to provide customers with accurate information and full ingredient information on pre packed foods.

To ensure Dolce Ltd are compliant with all regulations within each sector, a thorough risk assessment has taken place to ensure each part of the Dolce Ltd business is operating safely and supplying all information to ensure compliance with the regulation.

Primary schools

Dolce Ltd uses the School Grid system to enable parents/guardians to pre order lunches, at point of pre order all meal items have full allergen information and ingredients lists for reference.

The Schoolgrid system allows parents/guardians to input all allergens that a pupil has into their account profile, the system then uses allergen blocking to block any meals from being ordered that contain(or may contain) items that could cause an allergic reaction in a customer.

All food prepared in our Primary schools is pre ordered and classed as "Non Pre-Packed Food"

Any changes to pre ordered items can only be completed by the school office, if this was to take place, the same allergen blocking would be in effect

In the case of packed lunches for school trips, pre ordering with all allergen information available is done and packaged per child

High Schools and Business & Industry (B&I)

There are products that Dolce Ltd provides in high schools, further education establishments and business and industry that will be classed as PPDS.

These sectors will be required to produce labels containing the name of the food and the full list of ingredients. The Nutritics platform will be used to produce accurate labelling for all items produced on site.

The Nutritics system is linked directly to Dolce Ltd's suppliers and updates in line with supplier updates, this is usually on a daily basis, to ensure the most accurate and up to date information is available at all times.

The following list will set out a basic outline and examples of rules to ensure each comply with PPDS:

Pizza placed on a cardboard tray – this will not be classed as PPDS (unless it is also covered with film).

Baguette on napkin – this will not be classed as PPDS (if it is wrapped in paper or film it would be PPDS)

Panini , sandwiches, baguettes or toasties– fully wrapped will require a label with full list of ingredients as classed as PPDS

If a panini/baguette/sandwich is heated at point of purchase and already contained all required labelling The finished product, once heated, would not be classed as PPDS (you could ask the customer if they want to keep the packaging/label but this is not a requirement as they have already made an informed choice to purchase it based on the information on the label)

Pasta pots with no lid – this does not need a label.

Pasta pots with a lid - will require a label with a full list of ingredients.

When PPDS, and a label with a full list of ingredients is used, this label must be accurate including adding any "may contain" allergens.

There may be a risk of cross contamination during storage, preparation, cooking, service if you cannot guarantee the product is free from allergens then a precautionary statement may be used; you can only add a precautionary allergen statement following a risk assessment being completed.

As these requirements are part of the allergen disclosure to consumers this policy should be linked with the allergen training undertaken by staff.

All training should be recorded and dated in the training record.

Dolce will continually review this policy, risk assessment and procedures to ensure it meets the current legislation and company standards.

Signed

A handwritten signature in black ink that reads 'Scott'.

Scott Curtis
Managing Director
September 2021